



TRAINING CATALOGUE

Committed to Inspire...

TRAINING

TOURISM

TRADING

CONSULTANCY

BUSINESS DEVELOPMENT

APPROACH & CATEGORIES

Customized Content: Providing Education Tailored To The Background And Regional Setting Of Trainees...

The mission of Sahara group is to furnish an environment that endows aspiring participants with competitive skills and an education that is refined to integrate the latest technological advancements in their respective fields.

Sahara group was established with the aim of providing various services, out of which training at the continued education level has been refined to meet the demands of professionals seeking to master the management and technical implementations that their respective professions demand in an atmosphere that has assumed the responsibility of keeping in tune with the latest technological advancements at the core of all the courses and various training services that it provides.

One of the distinguishing features of the company is its strive to cater to the needs of customers by utilizing the expertise and refined experience of top professionals across the nation and around the globe, one in which instructors of distinctive credentials and practical experience are especially sought. In order to ensure the accuracy and technical applicability of course content, on top of having academically sound qualifications, courses are offered by instructors of related field and industrial experience. SAHARA ensures that all activities run efficiently throughout the designated training sessions, meticulously striving to keep all proceedings under track. To fully integrate updated advancements in respective disciplines, certain courses are offered by multiple instructors to harvest their field-specific expertise.

Oil and Gas	Management
IT & Telecommunications	Leadership
Electrical & Electronics Engineering	Human Resources
Mechanical, Welding & Material Sciences	Public Administration
Maintenance And Scheduling	ISO Management Systems
Architectural Design And Visualization	Accounting, Finance, Banking & Insurance
Journalism & Broadcasting	SME Training
Medical Sciences & Health Administration	Vocational Training
Municipality Services	Miscellaneous Courses

Analyse Needs

Attend Course

Evaluate
Learning

Action Plan

Review Progress

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Course Categories

01 - International Programs (in collaboration with solution partners)

02 - OGE - Oil & Gas

03 - EEE - Electrical & Electronics Engineering

04 - MMW - Mechanical, Welding & Material Sciences

05 - CHEM - Chemical and Process Engineering

06 - MSE - Maintenance, Scheduling, Planning

07 - PRJ - Project Management

08 - SRM - Safety

09 - MLC - Management and Leadership

10 - HRC - Human Resources

11 - MHRA - Management, HR and Misc Courses in Arabic

12 - MCR - Customer Relations and Marketing

13 - CSOM - Communication Skills and Office Management

14 - TEC - Training Management and Evaluation

15 - ISOC - ISO Management Systems (Standardization)

16 - MUN - Municipality Services and Governance

17 - AFBI - Accounting, Finance, Budgeting, Banking & Insurance

18 - TCOM - Telecommunications and GSM

19 - ITC - Information Technology (IT)

20 - MDC - Medical Sciences and Clinical Research

21 - PHR - Pharmaceutical Sciences

22 - HCM - Health Care Management & Administration

23 - PAM - Press and Media

24 - ADV - Architectural Design and Visualization

25 - ATC - Aviation Related Courses

26 - AFLC - Agriculture, Fishery and Livestock

27 - MISC - Miscellaneous Courses

28 - LONG - Long-Term Programs

01 - International Programs (in collaboration with solution partners)

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. BMP 200	Executive mini-MBA in Business Management Principles (by Purdue University, USA)	02 Feb	03 Aug										
2. BMP 201	Management Principles Program (by Purdue University, USA)	02 Feb	03 Aug										
3. BMP 202	Integrative Management Applications Program (by Purdue University, USA)	09 Feb	10 Aug										
4. EPH 301	Executive Management Skills (by Berenschot Institute, Holland)	12 Jan	09 Feb	16 Mar	13 Apr	11 May	15 Jun						
5. EPH 302	Crisis Management (by Berenschot Institute, Holland)	19 Jan	16 Feb	16 Mar	20 Apr	18 May	22 Jun						
6. EPH 303	Change Management for Successful Transitions in Organizations (by Berenschot Institute, Holland)	05 Jan	02 Feb	02 Mar	06 Apr	04 May	01 Jun						
7. EPH 304	International Project Management (by Berenschot Institute, Holland)	26 Jan	23 Feb	30 Mar	27 Apr	25 May	29 Jun						
8. IBS 401	Business and Finance (by IBS, UK)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
9. IBS 402	Business Communications (by IBS, UK)	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
10. IBS 403	Business Etiquette (by IBS, UK)	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
11. IBS 404	Information Technology for Business (by IBS, UK)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
12. IBS 405	Marketing and Customer Service (by IBS, UK)	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
13. IBS 406	People Skills in Business (by IBS, UK)	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
14. IBS 407	Self Awareness & Personal Development (by IBS, UK)	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
15. IBS 408	Time Management in Business (by IBS, UK)	26 Jan	28 Feb	29 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec

02 - OGE - Oil & Gas

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. OGE 101	Petroleum Geology for Non Geologists	01 Feb	06 Apr	06 Jun	02 Aug	05 Oct	05 Dec						
2. OGE 102	Petroleum Engineering	05 Jan	07 Mar	03 May	06 Jul	05 Sep	01 Nov						
3. OGE 103	Applied Reservoir Engineering	07 Feb	12 Apr	08 Jun	08 Aug	11 Oct	14 Dec						
4. OGE 104	Principles of Carbonate Reservoirs	11 Jan	09 Mar	09 May	12 Jul	14 Sep	14 Nov						
5. OGE 105	Integrated Production Modeling	09 Feb	11 Apr	14 Jun	10 Aug	10 Oct	13 Dec						
6. OGE 106	Geostatistics and Reservoirs Modeling	17 Jan	15 Mar	18 May	18 Jul	20 Sep	16 Nov						
7. OGE 107	Carbonate Reservoirs and Seismic Characterization	15 Feb	20 Apr	20 Jun	16 Aug	19 Oct	19 Dec						
8. OGE 108	Corrosion Control in the Oil and Gas Industry	28 Feb	26 Apr	22 Jun	22 Aug	24 Oct	21 Dec						
9. OGE 109	Drilling Fluids in the Oil Industry	25 Jan	23 Mar	23 May	26 Jul	28 Sep	28 Nov						
10. OGE 110	Well Logging Quality Control	23 Feb	25 Apr	28 Jun	24 Aug	24 Oct	20 Dec						
11. OGE 111	Drilling	07 Feb	05 Apr	01 Jun	01 Aug	04 Oct	07 Dec						
12. OGE 112	Drilling Supply Chain Management (10 days)	04 Jan	02 Mar	02 May	05 Jul	07 Sep	07 Nov						
13. OGE 113	Cased Hole Logging	02 Feb	04 Apr	07 Jun	03 Aug	03 Oct	06 Dec						
14. OGE 114	Open Hole Logging	10 Jan	08 Mar	11 May	11 Jul	13 Sep	09 Nov						
15. OGE 115	Heavy Oil Gathering and Transport System (Oil Movement)	08 Feb	13 Apr	13 Jun	09 Aug	12 Oct	12 Dec						
16. OGE 116	Coating Inspection	24 Jan	22 Mar	25 May	25 Jul	27 Sep	23 Nov						
17. OGE 117	Applied Reservoir Engineering Workshop	18 Jan	16 Mar	16 May	19 Jul	21 Sep	21 Nov						
18. OGE 118	Negotiation and Documentation Of Oil Industry Transactions	22 Feb	27 Apr	27 Jun	23 Aug	26 Oct	26 Dec						
19. OGE 119	Petroleum Tanks Measurement	26 Jan	28 Mar	24 May	27 Jul	26 Sep	22 Nov						
20. OGE 120	Petroleum Systems Modelling (4 Weeks)	31 Jan	29 Mar	25 May	25 Jul	27 Sep	30 Nov						
21. OGE 121	Petroleum Project Economics & Risk Analysis	15 Feb	20 Apr	20 Jun	16 Aug	19 Oct	19 Dec						
22. OGE 122	Economics of Petroleum Refining	16 Feb	18 Apr	21 Jun	17 Aug	17 Oct	20 Dec						
23. OGE 125	Petroleum Refinery Processing	21 Feb	19 Apr	15 Jun	15 Aug	18 Oct	21 Dec						
24. OGE 126	Instrumentation and Control Systems in Oil and Gas Industry	19 Jan	21 Mar	17 May	20 Jul	19 Sep	15 Nov						
25. OGE 127	Negotiation and Documentation of Oil Industry Transactions	05 Jan	07 Mar	03 May	06 Jul	05 Sep	01 Nov						
26. OGE 128	Advanced Gas Chromatography Techniques, Troubleshooting and Practical Workshop (10 days)	01 Feb	06 Apr	06 Jun	02 Aug	05 Oct	05 Dec						
27. OGE 129	The Petrochemicals Industry	12 Jan	14 Mar	10 May	13 Jul	12 Sep	08 Nov						
28. OGE 130	Flow Assurance for Pipeline Systems and pipeline optimization (10 days)	01 Mar	04 May	04 Jul	06 Sep	02 Nov							
29. OGE 131	Introduction to HYSYS in Oil and Gas	17 Jan	22 Feb	18 Apr	15 Jun	15 Aug	18 Oct	20 Dec					
30. OGE 132	Hi-TAN Number and Solutions	14 Feb	12 Apr	08 Jun	08 Aug	11 Oct	14 Dec						
31. OGE 137	Casing and Cementing	09 Feb	11 Apr	14 Jun	10 Aug	10 Oct	13 Dec						
32. OGE 140	Oil and Gas Measurement Calculation (10 Days)	05 Jan	07 Mar	03 May	06 Jul	05 Sep	01 Nov						
33. OGE 141	Surface Facility Production Operations	22 Feb	20 Apr	20 Jun	23 Aug	18 Oct	20 Dec						
34. OGE 171	Process Fired Heaters	25 Jan	30 Mar	31 May	26 Jul	28 Sep	29 Nov						
35. OGE 172	Gas Processing and Conditioning	04 Jan	02 Mar	02 May	05 Jul	07 Sep	07 Nov						
36. OGE 199	Drilling Supply Chain Management (Intensive)	11 Jan	09 Mar	09 May	12 Jul	14 Sep	14 Nov						
On Demand Courses													
OGE 501	Gasification Technology	On Demand											
OGE 502	3D Seismic Acquisition	On Demand											
OGE 506	Natural Gas Processing	On Demand											
OGE 507	Planning for Sustainable Energy Resources	On Demand											

03 - EEE - Electrical & Electronics Engineering

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. EEE 101	Electrical Circuits Fundamentals	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
2. EEE 102	Electrical Circuits and Wiring Systems	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
3. EEE 103	Electrical Faults and Troubleshooting	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
4. EEE 104	Electrical Distribution Systems Design and Installation	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
5. EEE 105	Transmission Lines Design and Installation	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
6. EEE 106	Electrical Grounding, Bonding and Lightning Protection	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
7. EEE 107	Transformers Operation and Maintenance	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
8. EEE 109	UPS Systems Operations and Maintenance	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
9. EEE 110	Electrical Motors and Drives	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
10. EEE 111	Circuit Breakers and Switchgears	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
11. EEE 112	Electrical Maintenance Principles and Applications	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
12. EEE 113	Power Compensation and Control	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	31 Aug	26 Sep	25 Oct	30 Nov	26 Dec
13. EEE 114	SCADA Systems	26 Jan	28 Feb	29 Mar	27 Apr	30 May	28 Jun	27 Jul	29 Aug	27 Sep	26 Oct	28 Nov	27 Dec
14. EEE 115	SCADA applications in Natural Gas Measurement (20 days)	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
15. EEE 116	Partial Discharge	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
16. EEE 117	Reactive Power Management and Power Factor Correction	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
17. EEE 118	Smart Grid	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
18. EEE 119	Process Reactor Operation Troubleshooting Start-Up and Shutdown	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
19. EEE 120	Harmonics In Power Systems: Causes, Effects and Elimination Methods	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
20. EEE 125	Printed Circuit Board (PCB) Design, Implementation and Troubleshooting Techniques	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
21. EEE 130	Industrial Electronics and Applications	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
On Demand Courses													
EEE 501	Industrial Electronics Maintenance Skills	On Demand											
EEE 502	Arc Flash Analysis and Prevention Techniques	On Demand											
EEE 503	Insulators Specifications and Selection	On Demand											
EEE 504	Transmission Lines Protection and Maintenance	On Demand											
EEE 508	Power Plant Operations	On Demand											
EEE 509	Electrical Protection Devices	On Demand											
EEE 510	Operation and Maintenance of Electric Generators	On Demand											
EEE 511	Power Systems Control	On Demand											

04 - MMW - Mechanical, Welding & Material Sciences

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MMW 101	Machine Elements	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
2. MMW 102	Material Selection	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
3. MMW 103	Pumps and Compressors	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
4. MMW 104	Valves and Actuators Technology	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
5. MMW 105	Pump Selection, Operation and Troubleshooting	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
6. MMW 106	Heating, Ventilation, and Air Conditioning (HVAC) Systems	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
7. MMW 107	Hydraulic and Pneumatic Systems	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
8. MMW 108	Automation Systems	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
9. MMW 110	Mechanical Maintenance Fundamentals	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
10. MMW 111	Mechanical Failure Analysis	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
11. MMW 112	Cooling Towers and Condensers	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
12. MMW 113	Ultrasonic and Radiographic Testing	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
13. MMW 114	Heat Transfer and Exchangers	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	14 Dec
14. MMW 115	Valves Operation and Maintenance	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	31 Aug	26 Sep	25 Oct	30 Nov	26 Dec
15. MMW 116	Mechanical Failures and Systems Analysis	26 Jan	28 Feb	29 Mar	27 Apr	30 May	28 Jun	27 Jul	29 Aug	27 Sep	26 Oct	28 Nov	27 Dec
16. MMW 117	Measuring Mechanical Vibrations and Methods of Measurement	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
17. MMW 118	Lifting Equipment Selection, Maintenance and Troubleshooting	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
18. MMW 119	Non-Destructive Testing (NDT)	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	
19. MMW 120	Control Valves	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
20. MMW 121	Metallurgical failure Analysis	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
21. MMW 122	API 570 (10 days)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
22. MMW 123	Composite Materials	19 Jan	21 Feb	22 Feb	23 Mar	18 Apr	24 May	22 Jun	18 Jul	23 Aug	21 Sep	24 Oct	23 Nov
23. MMW 130	Welding Techniques and Technologies	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
On Demand Courses													
MMW 132	Gas Metal Arc Welding (GMAW)	On Demand											
MMW 502	ASME Standards	On Demand											
MMW 505	Pipeline Inspection and Testing	On Demand											
MMW 506	AWS Welding Inspector Certification	On Demand											
MMW 507	Metallurgy for Non Metallurgists	On Demand											
MMW 508	Materials of Construction for Process Equipment	On Demand											
MMW 509	Corrosion Monitoring, Inspection and Control	On Demand											
MMW 510	Principles and Components of Hydraulic Systems	On Demand											
MMW 511	Common Problems of Hydraulic Systems and Solutions	On Demand											
MMW 512	Study of Hydraulic Circuit Components, Fittings and Hoses	On Demand											
MMW 513	Hydraulic Pumps and Valves	On Demand											
MMW 516	Types of Bearings and Methods of Installation & Disassembling	On Demand											
MMW 517	Types of Gears and Methods of Installation and Maintenance	On Demand											
MMW 518	Types of Pumps, and Methods of Maintenance	On Demand											
MMW 519	Identify Shafts Miss-alignment and the Methods of Shaft Alignment	On Demand											

05 - CHEM - Chemical and Process Engineering

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. CHEM 101	Process Plant Optimization and Energy Conservation	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
2. CHEM 102	Chemical Laboratory Instrumentation: Operation, Quality and Safety of Equipment	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
3. CHEM 103	Handling Chemicals-Design for Safe Handling	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
4. CHEM 104	Basic Distillation (Operation)	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
5. CHEM 105	Advanced Operation Skills	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
6. CHEM 106	Cathodic Protection and Chemical Treatment	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	

06 - MSE - Maintenance, Scheduling, Planning

Code		Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1.	MSE 101	Modern Maintenance Management	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
2.	MSE 102	Maintenance & Reliability Best Practices	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
3.	MSE 103	Cost Effective Maintenance Management	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
4.	MSE 104	Maintenance Strategy Development	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
5.	MSE 105	Optimizing Equipment Maintenance & Replacement	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
6.	MSE 106	Preventive and Predictive Maintenance Excellence	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
7.	MSE 107	Fundamentals of Asset Management	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
8.	MSE 108	Risk Based Strategies for Inspection & Maintenance	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
9.	MSE 110	Inventory Management	24 Jan	22 Feb	23 Mar	25 Apr	23 May	28 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	14 Dec
10.	MSE 111	Supply Chain Management	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
11.	MSE 113	Managing Efficient Shutdowns & Turnarounds	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
12.	MSE 114	Machinery Failure, Vibration & Predictive Maintenance	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
13.	MSE 115	Maintenance Contract Management	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	31 Aug	26 Sep	25 Oct	30 Nov	26 Dec
14.	MSE 118	Maintenance Planning, Budgeting and Management	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
15.	MSE 119	Photocopying Machines Maintenance (10 days)	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
16.	MSE 120	Maintenance and Operation of A/C Systems (7 Days)	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
17.	MSE 121	Supply Chain and Inventory Management (10 Days)	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	10 Oct	09 Nov	12 Dec
18.	MSE 122	Reliability Centered Maintenance (RCM)	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
19.	MSE 123	Good Distribution Practice	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
20.	MSE 124	Total Productive Maintenance (TPM)	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
21.	MSE 130	Effective Problem Solving	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
22.	MSE 199	Drilling Supply Chain Management (15 Days)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
On Demand Courses														
MSE 501	Lean - Six Sigma		On Demand											
MSE 505	Root Cause Failure Analysis		On Demand											
MSE 507	Syst. Materials Handling Analysis & Sys. Container Planning		On Demand											
MSE 508	Location and Site Selection & Systematic Layout Planning		On Demand											
MSE 520	Performances Measurement and Data Analysis Techniques		On Demand											

07 - PRJ - Project Management

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. PRJ 101	Project Management and Implementation	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	14 Dec	
2. PRJ 102	Project Management Using Primavera Software	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
3. PRJ 103	Financial Management for Project Development	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
4. PRJ 104	IT Project Management	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
5. PRJ 105	Project Governance	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	14 Dec
6. PRJ 106B	Construction Project Management (10 Days)	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
7. PRJ 106C	Construction Project Management (15 Days)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
8. PRJ 106D	Construction Project Management-Intensive	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	08 Nov	07 Dec	
9. PRJ 107	IT Project Management and Electronic Document Management Systems (10 Days)	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
10. PRJ 108A	Monitoring and Evaluation	10 Jan	01 Feb	14 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov
11. PRJ 108B	Monitoring and Evaluation (10 Days)	17 Jan	28 Feb	22 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
12. PRJ 110	GIS Management Project	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
13. PRJ 112	Construction Project and Risk Management (10 days)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
14. PRJ 113	Risk Management	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
15. PRJ 114	Water Project Management and Leadership	10 Jan	10 Jan	08 Feb	14 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct
16. PRJ 118	Upgrading Informal Settlement Projects and Landscape Management	19 Jan	16 Feb	23 Mar	20 Apr	18 May	22 Jun	20 Jul	24 Aug	21 Sep	19 Oct	23 Nov	21 Dec

08 - SRM - Safety

Code		Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1.	SRM 101	Building and Facilities Security Guard Officer Training	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
2.	SRM 101A	Occupational Safety and Health Administration (10 Days)	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
3.	SRM 102	Safety Engineering and Hazard Control	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
4.	SRM 103	Security Management: Safety and Protection of Corporate Facilities (15 Days)	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	13 Dec
5.	SRM 104	Warehouse Safety Procedures and Safety Handling	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	14 Dec
6.	SRM 105	Safety Management Systems (SMS)	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
7.	SRM 106	Firefighting and Emergency Evacuation	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
8.	SRM 107	Safety and Protection of Corporate Facilities (10days)	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	12 Dec
9.	SRM 108	Process Safety Management (LOPA & SIL)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
10.	SRM 109	Safety and Protection of Corporate Facilities	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
11.	SRM 110	Risk Based Process Safety Management (RBPS)	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	20 Dec
12.	SRM 111	HSE Management (with Economics Module)	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	29 Aug	27 Sep	26 Oct	28 Nov	13 Dec
13.	SRM 112	Core Concepts in Industrial Hygiene	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
14.	SRM 113	Principles of Fire & Explosion Hazard Management	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
15.	SRM 114	Principles of Radiation Protection	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
16.	SRM 115	The Core Concepts of Occupational Ergonomics	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
On Demand Courses														
SRM 505	Security Guard (Officer) Training	On Demand												
SRM 506	Seaport Security and Safety Management	On Demand												
SRM 507	Fire Prevention and Fire Fighting	On Demand												
SRM 508	Dangerous Goods Awareness Programs	On Demand												

09 - MLC - Management and Leadership

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MLC 101	Business Intelligence and Decision Making	04 Jan	01 Feb	01 Mar	05 Apr	03 May	07 Jun	05 Jul	02 Aug	06 Sep	04 Oct	01 Nov	06 Dec
2. MLC 102	Management Skills	10 Jan	14 Feb	14 Mar	11 Apr	09 May	13 Jun	11 Jul	08 Aug	12 Sep	10 Oct	14 Nov	13 Dec
3. MLC 103	Transformational Leadership and Change Management	07 Feb	07 Mar	04 Apr	02 May	06 Jun	04 Jul	01 Aug	05 Sep	03 Oct	07 Nov	05 Dec	
4. MLC 104	Corporate Governance	07 Feb	07 Mar	04 Apr	02 May	06 Jun	04 Jul	01 Aug	05 Sep	03 Oct	07 Nov	05 Dec	
5. MLC 105	The Six Hats and Lateral Thinking	11 Jan	08 Feb	08 Mar	12 Apr	10 May	14 Jun	12 Jul	09 Aug	13 Sep	11 Oct	08 Nov	13 Dec
6. MLC 106	Team Building Strategies	12 Jan	09 Feb	09 Mar	13 Apr	11 May	08 Jun	13 Jul	10 Aug	14 Sep	12 Oct	16 Nov	21 Dec
7. MLC 107	Managing Priorities, Performance & Pressure	18 Jan	15 Feb	15 Mar	19 Apr	17 May	21 Jun	19 Jul	16 Aug	20 Sep	17 Oct	21 Nov	19 Dec
8. MLC 108	Knowledge Management	17 Jan	21 Feb	21 Mar	18 Apr	16 May	18 Jul	15 Aug	19 Sep	17 Oct	21 Nov	20 Dec	
9. MLC 109	Time and Priority Management	19 Jan	16 Feb	16 Mar	18 May	15 Jun	20 Jul	17 Aug	21 Sep	19 Oct	21 Nov	26 Dec	
10. MLC 110	Management in Crises and Difficult Situations	04 Jan	18 Jan	01 Feb	15 Feb	01 Mar	15 Mar	19 Apr	17 May	21 Jun	19 Jul	23 Aug	20 Sep
11. MLC 111	Goal Setting, Planning and Decision Making	24 Jan	28 Feb	28 Mar	25 Apr	23 May	27 Jun	25 Jul	22 Aug	26 Sep	24 Oct	28 Nov	26 Dec
12. MLC 112	Planning, Organizing and Delegating	25 Jan	22 Feb	22 Mar	26 Apr	24 May	28 Jun	26 Jul	23 Aug	20 Sep	18 Oct	22 Nov	20 Dec
13. MLC 113	Key Performance Indicators and Balanced Score Cards	31 Jan	28 Feb	28 Mar	25 Apr	30 May	27 Jun	25 Jul	29 Aug	26 Sep	24 Oct	28 Nov	26 Dec
14. MLC 114	Leadership for Creativity and Performance	25 Jan	22 Feb	29 Mar	26 Apr	31 May	28 Jun	26 Jul	30 Aug	27 Sep	25 Oct	29 Nov	27 Dec
15. MLC 116	Time and Priority Management Advanced (7 days)	17 Jan	21 Feb	21 Mar	18 Apr	16 May	20 Jun	18 Jul	15 Aug	19 Sep	17 Oct	21 Nov	19 Dec
16. MLC 117	Service Management	05 Jan	02 Feb	02 Mar	06 Apr	04 May	01 Jun	06 Jul	03 Aug	07 Sep	05 Oct	02 Nov	07 Dec
17. MLC 118	Service Desk Analyst (SDA)	12 Jan	09 Feb	09 Mar	13 Apr	11 May	08 Jun	13 Jul	10 Aug	14 Sep	12 Oct	09 Nov	14 Dec
18. MLC 119	Strategic Management and Leadership Skills	19 Jan	16 Feb	16 Mar	20 Apr	18 May	15 Jun	20 Jul	17 Aug	21 Sep	19 Oct	16 Nov	21 Dec
19. MLC 120	Strategic IT Resources Management & Leadership	05 Jan	02 Feb	02 Mar	06 Apr	04 May	01 Jun	06 Jul	03 Aug	07 Sep	05 Oct	02 Nov	07 Dec
20. MLC 121	Effective Supervisory Skills	26 Jan	23 Feb	23 Mar	27 Apr	25 May	22 Jun	27 Jul	24 Aug	28 Sep	26 Oct	23 Nov	28 Dec
21. MLC 122	Root Cause Analysis (RCA)	26 Jan	23 Feb	30 Mar	27 Apr	25 May	29 Jun	27 Jul	31 Aug	28 Sep	26 Oct	30 Nov	28 Dec
22. MLC 123	Strategic Business Development Skills	10 Jan	14 Feb	14 Mar	11 Apr	09 May	13 Jun	11 Jul	08 Aug	12 Sep	10 Oct	14 Nov	12 Dec
23. MLC 124	Top Management Skills (10 days)	25 Jan	22 Feb	29 Mar	26 Apr	31 May	28 Jun	26 Jul	30 Aug	27 Sep	25 Oct	29 Nov	27 Dec
24. MLC 125	Leadership Skills (10 days)	31 Jan	28 Feb	28 Mar	25 Apr	30 May	27 Jun	25 Jul	29 Aug	26 Sep	31 Oct	28 Nov	26 Dec
25. MLC 126	Service Desk Senior Analyst (SDSA)	31 Jan	22 Feb	23 Mar	25 Apr	23 May	28 Jun	27 Jul	29 Aug	27 Sep	26 Oct	28 Nov	27 Dec
26. MLC 127	Business Etiquette	17 Jan	15 Feb	16 Mar	18 Apr	17 May	14 Jun	18 Jul	16 Aug	19 Sep	18 Oct	15 Nov	14 Dec
27. MLC 141	Sustainable Enterprise Development and Management	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
28. MLC 150	Management in Crises and Difficult Situations (10 Days)	31 Jan	28 Feb	28 Mar	25 Apr	30 May	27 Jun	25 Jul	29 Aug	26 Sep	31 Oct	28 Nov	26 Dec
29. MLCA 115	Effective Strategies for Management and Communication Skills (10 Days)	04 Jan	01 Feb	01 Mar	05 Apr	03 May	07 Jun	05 Jul	02 Aug	06 Sep	04 Oct	01 Nov	06 Dec
30. MLCB 115	Effective Strategies for Management and Communication Skills	19 Jan	16 Feb	23 Mar	20 Apr	18 May	22 Jun	20 Jul	24 Aug	21 Sep	19 Oct	23 Nov	21 Dec
On Demand Courses													
MLC 502	Strategic Planning, Communication and Measurement	On Demand											
MLC 504	Negotiation and Conflict Management in Organizations	On Demand											
MLC 505	Priority Management: Optimizing Time and Workflow	On Demand											
MLC 506	Leading with Emotional Intelligence: Psychology of Leadership	On Demand											
MLC 507	Creativity and Innovation Management	On Demand											
MLC 508	Sustainable Business Model for SMEs	On Demand											
MLC 509	Mind Maps for Business Management	On Demand											
MLC 510	Campaign Management	On Demand											

10 - HRC - Human Resources

Code		Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1.	HRC 101A	Human Resources (HR) Management	10 Jan	15 Feb	16 Mar	25 Apr	24 May	08 Jun	12 Jul	24 Aug	05 Sep	11 Oct	23 Nov	12 Dec
2.	HRC 101B	Human Resources (HR) Management (10 Days)	01 Feb	02 Mar	06 Apr	09 May	21 Jun	20 Jul	29 Aug	14 Sep	10 Oct	22 Nov	14 Dec	
3.	HRC 102	Job Analysis and Job Description Techniques	17 Jan	22 Feb	23 Mar	11 Apr	03 May	08 Jun	18 Jul	09 Aug	07 Sep	10 Oct	08 Nov	14 Dec
4.	HRC 103	How to Write HR Policies and Procedures	24 Jan	15 Feb	09 Mar	04 Apr	03 May	08 Jun	11 Jul	09 Aug	21 Sep	17 Oct	22 Nov	19 Dec
5.	HRC 104	Recruitment Skills and Interviewing Techniques	08 Feb	09 Mar	04 Apr	03 May	22 Jun	18 Jul	23 Aug	14 Sep	10 Oct	08 Nov	07 Dec	
6.	HRC 105	Employee Testing and Evaluation Techniques	17 Jan	22 Feb	16 Mar	18 Apr	09 May	21 Jun	13 Jul	08 Aug	05 Sep	25 Oct	14 Nov	14 Dec
7.	HRC 106	Organizational Change and Development	04 Jan	09 Feb	07 Mar	19 Apr	25 May	20 Jun	04 Jul	09 Aug	14 Sep	03 Oct	08 Nov	07 Dec
8.	HRC 107	Employee Engagement and Motivation	10 Jan	01 Feb	02 Mar	18 Apr	10 May	14 Jun	25 Jul	15 Aug	05 Sep	11 Oct	09 Nov	05 Dec
9.	HRC 108	Human Resources Performance Improvements	24 Jan	14 Feb	09 Mar	04 Apr	10 May	15 Jun	04 Jul	16 Aug	21 Sep	17 Oct	08 Nov	14 Dec
10.	HRC 109	Succession Planning	05 Jan	14 Feb	22 Mar	19 Apr	11 May	06 Jun	12 Jul	24 Aug	19 Sep	04 Oct	02 Nov	12 Dec
11.	HRC 110	Financial Skills for HR Professionals	01 Feb	02 Mar	11 Apr	17 May	15 Jun	18 Jul	22 Aug	20 Sep	12 Oct	07 Nov	06 Dec	
12.	HRC 111	Organization and Workforce Planning	10 Jan	15 Feb	09 Mar	25 Apr	23 May	07 Jun	06 Jul	08 Aug	27 Sep	19 Oct	14 Nov	06 Dec
13.	HRC 112	Employee Relations: Roles and Responsibilities	19 Jan	07 Feb	01 Mar	20 Apr	16 May	07 Jun	27 Jul	22 Aug	13 Sep	05 Oct	14 Nov	06 Dec
14.	HRC 113	Building Effective Organizational Culture	26 Jan	21 Feb	22 Mar	06 Apr	23 May	06 Jun	05 Jul	03 Aug	26 Sep	25 Oct	16 Nov	20 Dec
15.	HRC 114	Developing Minimum HR Management Standards for Universities/ Higher Education Institutions (HEIs)	11 Jan	09 Feb	15 Mar	27 Apr	23 May	14 Jun	06 Jul	15 Aug	06 Sep	26 Oct	21 Nov	13 Dec
16.	HRC 115	Competency Based Frameworks	10 Jan	15 Feb	23 Mar	11 Apr	10 May	01 Jun	18 Jul	09 Aug	14 Sep	03 Oct	08 Nov	21 Dec
17.	HRC 120	Compensation and Benefits Management	08 Feb	09 Mar	18 Apr	17 May	15 Jun	18 Jul	23 Aug	21 Sep	24 Oct	21 Nov	07 Dec	
18.	HRC 130	Talent Management	17 Jan	08 Feb	02 Mar	25 Apr	16 May	14 Jun	06 Jul	01 Aug	13 Sep	26 Oct	21 Nov	06 Dec
On Demand Courses														
HRC 502	Job Evaluation		On Demand											
HRC 503	Advanced HR Techniques and Effective Training Planning Strategies		On Demand											
HRC 505	Workforce Management (Time Studies, Forecasting, Scheduling)		On Demand											
HRC 506	Auditing HR Processes		On Demand											
HRC 508	Human Resources in the Municipal Workplace		On Demand											
HRC 509	The management and development of human resources and workforce planning		On Demand											

11 - MHRA - Management, HR and Misc Courses in Arabic

[illegible]

12 - MCR - Customer Relations and Marketing

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MCR 107	Customer Relationship Management	04 Jan	01 Feb	01 Mar	05 Apr	03 May	07 Jun	05 Jul	02 Aug	06 Sep	04 Oct	01 Nov	06 Dec
2. MCR 101	Customer Relations and Business Development Skills	10 Jan	14 Feb	14 Mar	11 Apr	09 May	13 Jun	11 Jul	08 Aug	12 Sep	10 Oct	14 Nov	12 Dec
3. MCR 102	Customer Profiling Techniques	07 Feb	07 Mar	04 Apr	02 May	06 Jun	04 Jul	01 Aug	05 Sep	03 Oct	07 Nov	05 Dec	
4. MCR 103	Strategic Marketing Management	17 Jan	21 Feb	21 Mar	18 Apr	16 May	20 Jun	18 Jul	15 Aug	19 Sep	17 Oct	21 Nov	19 Dec
5. MCR 104	Service Excellence	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	07 Nov	06 Dec	
6. MCR 105	International Relations and Dispute Resolution Mechanisms	24 Jan	28 Feb	28 Mar	25 Apr	23 May	27 Jun	25 Jul	29 Aug	26 Sep	24 Oct	28 Nov	26 Dec
7. MCR 106	The Art and Science of Conceptual Selling	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec

13 - CSOM - Communication Skills and Office Management

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. CSOM 101	Management for Non-Managers	18 Jan	16 Feb	22 Mar	19 Apr	18 May	21 Jun	20 Jul	22 Aug	20 Sep	18 Oct	16 Nov	20 Dec
2. CSOM 102	Communication and Coordination Skills	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	27 Dec
3. CSOM 103	Effective Time, Task and Work Planning	31 Jan	23 Feb	29 Mar	27 Apr	30 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	28 Dec
4. CSOM 104	Office Management Skills	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	29 Aug	27 Sep	25 Oct	23 Nov	28 Dec
5. CSOM 105	Effective Office Management Techniques	17 Jan	15 Feb	16 Mar	18 Apr	16 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	16 Nov	19 Dec
6. CSOM 106	Communicating & Dealing with Others	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	07 Nov	07 Dec
7. CSOM 107	Office Management Skills for Oil & Gas Operations	11 Jan	09 Feb	07 Mar	12 Apr	11 May	14 Jun	11 Jul	09 Aug	07 Sep	11 Oct	09 Nov	13 Dec
8. CSOM 108	Communication Skills for Telephone Operators	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	13 Dec
9. CSOM 109	The Senior Secretary Development Program	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
10. CSOM 110	Effective Body Language	25 Jan	16 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
11. CSOM 111	Public Relations and Communication Skills	01 Feb	01 Feb	02 Mar	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	02 Nov
12. CSOM 112	Public Relations and Communication Skills (10 Days)	01 Feb	01 Feb	02 Mar	02 Mar	04 Apr	04 Apr	03 May	03 May	01 Jun	06 Jun	05 Jul	03 Aug

14 - TEC - Training Management and Evaluation

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. TEC 101	Training of Trainers (TOT)	05 Jan	02 Feb	02 Mar	06 Apr	04 May	01 Jun	06 Jul	03 Aug	07 Sep	05 Oct	02 Nov	07 Dec
2. TEC 102	Training Needs Analysis and Evaluation	12 Jan	09 Feb	09 Mar	13 Apr	11 May	08 Jun	13 Jul	10 Aug	14 Sep	12 Oct	09 Nov	14 Dec
3. TEC 103	Effective Training Techniques	19 Jan	16 Feb	16 Mar	20 Apr	18 May	15 Jun	20 Jul	17 Aug	21 Sep	19 Oct	16 Nov	21 Dec
4. TEC 104	Skills of Training Coordinators	26 Jan	23 Feb	23 Mar	27 Apr	25 May	22 Jun	27 Jul	24 Aug	28 Sep	26 Oct	23 Nov	28 Dec
5. TEC 105	Training Management	01 Feb	02 Mar	04 Apr	03 May	08 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
6. TEC 106	Innovation and Creativity in Education	10 Jan	08 Feb	09 Mar	11 Apr	10 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
7. TEC 107	Effective Teaching Certificate (ETC)	10 Jan	08 Feb	09 Mar	11 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	15 Nov	14 Dec
8. TEC 108	Applications of Quality Concepts in the Educational Process	17 Jan	15 Feb	16 Mar	18 Apr	15 Jun	18 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec	21 May
9. TEC 109	Effective Training Features (10 Days)	24 Jan	22 Feb	23 Mar	25 Apr	24 May	15 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	28 Dec
10. TEC 110	Excellence Journey of Universities in the 21st Century: Leadership Program for Academic Executives	11 Jan	09 Feb	07 Mar	11 Apr	11 May	13 Jun	11 Jul	10 Aug	12 Sep	11 Oct	09 Nov	13 Dec

15 - ISOC - ISO Management Systems (Standardization)

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. ISOC 101	ISO 9001 Quality Management System (QMS)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
2. ISOC 102	ISO 14001 Environmental Management System (EMS)	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
3. ISOC 103	ISO 27001 Information Security Management System (ISMS)	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
4. ISOC 104	ISO 13485 Management System for Medical Devices	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
5. ISOC 105	ISO 20001 IT Services Management System	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
6. ISOC 106	ISO 22001 Food Safety Management System	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
7. ISOC 107	ISO 22301 Business Continuity Management System	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
8. ISOC 108	ISO 27005 Information Security Risk Management	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
9. ISOC 109	ISO 50001 Energy Management System	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
10. ISOC 110	ISO 18001 Occupational Health and Safety Management	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
11. ISOC 111	ISO 27031 IT Disaster Recovery & Business Continuity Management	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
12. ISOC 112	ISO 17025 Laboratory Management System	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
13. ISOC 113	ISO 19011 Guidelines for Auditing Management System	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
14. ISOC 114	Internal Auditing & Integrated Management System	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	31 Aug	26 Sep	25 Oct	30 Nov	27 Dec
On Demand Courses													
ISOC 501	ISO 9001 QMS Lead Auditor	On Demand											
ISOC 502	ISO 14001 EMS Lead Auditor	On Demand											
ISOC 503	ISO 18001 OSHAS Lead Auditor	On Demand											
ISOC 504	ISO 27001 ISMS Lead Auditor	On Demand											
ISOC 505	Documents & Records Management Compliance	On Demand											
ISOC 506	ISO 17021 Requirements for Bodies Providing Audit and Certification of Management Systems	On Demand											

16 - MUN - Municipality Services and Governance

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MUN 101	Municipality Services Delivery & Local Governance	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
2. MUN 102	Water Treatment Systems and Technologies	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
3. MUN 103	Water Distribution Systems	25 Jan	23 Feb	21 Mar	26 Apr	25 May	20 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
4. MUN 104	Electricity Distribution Systems Design and Installation	18 Jan	16 Feb	14 Mar	19 Apr	11 May	13 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
5. MUN 105	Gas Distribution Systems	26 Jan	28 Feb	29 Mar	27 Apr	30 May	28 Jun	27 Jul	29 Aug	27 Sep	26 Oct	28 Nov	27 Dec
6. MUN 106	Traffic Control Systems	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
7. MUN 107	Recreational Parks and Services	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
8. MUN 108	Managing Industrial Pollution and Disposal	18 Jan	16 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	16 Nov	12 Dec
9. MUN 109	Energy Saving Methodologies and Technologies	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
10. MUN 110	Sustainable Communities and Citizen Engagement	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	14 Dec
11. MUN 111	Waste Collection and Disposal	19 Jan	21 Feb	22 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
12. MUN 112	Strategic Planning for Municipalities	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
13. MUN 113	Land Utilization Planning	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
14. MUN 114	Industrial Waste Water Treatment	11 Jan	09 Feb	07 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
15. MUN 115	Water and Waste Water Treatment Principles	05 Jan	07 Feb	08 Mar	06 Apr	09 May	07 Jun	06 Jul	08 Aug	06 Sep	05 Oct	07 Nov	06 Dec
16. MUN 116	Municipal (Sewage) Waste Water Treatment	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	10 Oct	09 Nov	12 Dec
17. MUN 117	Municipal Development Program (MDP) -10 days	25 Jan	23 Feb	21 Mar	26 Apr	25 May	20 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	19 Dec
On Demand Courses													
MUN 502	Public Relations & Communications for Communities	On Demand											
MUN 504	Municipality Law, Rules and Regulations	On Demand											
MUN 505	Local Government Accounting and Finance	On Demand											
MUN 506	Entrepreneurship Skills Development Programs	On Demand											
MUN 507	Environmental Monitoring and Modelling	On Demand											

17 - AFBI - Accounting, Finance, Budgeting, Banking & Insurance

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. AFBI 101	Accounting & Financial Analysis for Decision Makers	01 Feb	02 Mar	04 Apr	03 May	01 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec	
2. AFBI 102	Analyzing Balance Sheets	10 Jan	15 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	15 Nov	14 Dec
3. AFBI 103	Finance for Non-Financial Officers	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
4. AFBI 104	Fundamentals of Finance and Accounting	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	14 Dec
5. AFBI 105	Cost Engineering	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	21 Dec
6. AFBI 106	Financial Planning, Analysis and Reporting	24 Jan	15 Feb	23 Mar	18 Apr	24 May	22 Jun	18 Jul	23 Aug	21 Sep	24 Oct	22 Nov	07 Dec
7. AFBI 107	Cost Accounting and Analysis	17 Jan	08 Feb	16 Mar	11 Apr	17 May	15 Jun	11 Jul	16 Aug	14 Sep	10 Oct	15 Nov	14 Dec
8. AFBI 108	Cost Management & Budgeting Techniques	10 Jan	08 Feb	09 Mar	04 Apr	10 May	08 Jun	04 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
9. AFBI 110	Financial Statement Preparation & Analysis	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
10. AFBI 111	Financial System Monitoring and Performance Evaluation (7 Days)	01 Feb	02 Mar	11 Apr	03 May	01 Jun	11 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
11. AFBI 112	Islamic Banking Principles and Applications	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
12. AFBI 113	Insurance Principles	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	14 Dec
13. AFBI 114	Managing Financial Risks	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
14. AFBI 115	Letters of Guarantees/Credits	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
15. AFBI 116	International Accounting Standards (IAS)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
16. AFBI 117	Finance for Non-Financial Officers Advanced (7 Days)	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
17. AFBI 118	Professional Skills for Finance and Accounting	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	22 Nov	21 Dec
18. AFBI 120	Financial Decision Making for Bankers	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
19. AFBI 121	Efficient Finance and Accounting Operations: 2014 Best Practices and Updates	08 Feb	09 Mar	04 Apr	10 May	08 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
20. AFBI 122	Advanced Budgeting and Cost Management Estimating, Budgeting and Cost Control (7 Days)	24 Jan	22 Feb	23 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
On Demand Courses													
AFBI 501	Corporate Banking	On Demand											
AFBI 502	Investment Banking	On Demand											
AFBI 503	Portfolio Management	On Demand											
AFBI 504	Personal and Retail Banking	On Demand											
AFBI 506	Fraud Prevention and Financial Integrity	On Demand											
AFBI 507	Modern Applications of Documentary Credits	On Demand											
AFBI 508	Anti Money Laundering	On Demand											
AFBI 513	Cash Flow Management	On Demand											

18 - TCOM - Telecommunications and GSM

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. TCOM 101	Digital Communication Techniques	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	30 Nov	21 Dec
2. TCOM 102	Wireless Communications	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	29 Nov	21 Dec
3. TCOM 103	GSM Systems Operations	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
4. TCOM 104	Wimax Technologies and Deployment	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	07 Dec
5. TCOM 105	Antenna Systems Operation, Installation and Troubleshooting	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	28 Nov	21 Dec
6. TCOM 106	RF Design and Applications	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
7. TCOM 107	Global Maritime Distress And Safety System (GMDSS)	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
8. TCOM 108	Advanced Digital Communication Techniques	17 Jan	15 Feb	16 Mar	11 Apr	17 May	15 Jun	11 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
9. TCOM 109	Signalling System No.7 – SS7	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	05 Dec	
10. TCOM 110	Fiber Optic Installation, Testing and Troubleshooting	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
11. TCOM 112	UMTS System	10 Jan	01 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
12. TCOM 113	Fiber Optic Network Maintenance and Design Basics (10 Days)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
13. TCOM 114	Huawei SDH Systems	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	21 Dec
14. TCOM 115	Radio Access Networks For UMTS (Principles and Practice)	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
15. TCOM 116	LTE Implementation & EPS System Technical Overview	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
16. TCOM 117	Packet Switch Core Network System Principles	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	17 Oct	15 Nov	14 Dec
17. TCOM 118	IP in Telecoms (Datacoms for Telecoms Professionals)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	11 Oct	09 Nov	13 Dec	
18. TCOM 119	UMTS and LTE Implementation (10 Days)	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
19. TCOM 120	ATS Message Handling Service (AMHS) – COM-OPS	12 Jan	14 Feb	15 Mar	13 Apr	09 May	14 Jun	13 Jul	15 Aug	13 Sep	12 Oct	14 Nov	13 Dec
20. TCOM 121	ATS Message Handling Service (AMHS) – CNS	19 Jan	21 Feb	22 Mar	20 Apr	23 May	21 Jun	20 Jul	22 Aug	20 Sep	19 Oct	21 Nov	20 Dec
On Demand Courses													
TCOM 501	Global Maritime Distress and Safety System (GMDSS)	On Demand											
TCOM 503	SONET - Synchronous Digital Hierarchy (SDH) Networks	On Demand											
TCOM 504	GMDSS Equipment Installation, Maintenance and Troubleshooting	On Demand											

19 - ITC - Information Technology (IT)

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. ITC 101	Computer Networks	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	08 Aug	13 Sep	09 Nov	12 Dec	
2. ITC 107	IT Data Storage Networks	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	30 Aug	28 Sep	24 Oct	29 Nov	28 Dec
3. ITC 108	Windows Exchange Server	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
4. ITC 109	SharePoint Operation and Applications	11 Jan	09 Feb	14 Mar	12 Apr	11 May	14 Jun	13 Jul	15 Aug	13 Sep	12 Oct	14 Nov	13 Dec
5. ITC 110	SQL Databases and Querying	04 Jan	02 Feb	07 Mar	05 Apr	04 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
6. ITC 111	Cloud Computing and Big Data	12 Jan	14 Feb	15 Mar	13 Apr	16 May	14 Jun	13 Jul	15 Aug	13 Sep	12 Oct	14 Nov	13 Dec
7. ITC 116	Programming Visual Basic .NET	19 Jan	14 Feb	22 Mar	20 Apr	23 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	21 Nov	20 Dec
8. ITC 118	Enterprise Architecture	18 Jan	16 Feb	14 Mar	19 Apr	18 May	14 Jun	19 Jul	17 Aug	20 Sep	18 Oct	16 Nov	20 Dec
9. ITC 120	Network + (N+) Fundamentals	10 Jan	08 Feb	02 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	08 Nov	07 Dec
10. ITC 121	Network + (N+) Theory & Practice (10 Days)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	19 Jul	17 Aug	19 Sep	17 Oct	22 Nov
11. ITC 122	Installing and Configuring Windows Server 2012	18 Jan	15 Feb	16 Mar	11 Apr	17 May	13 Jun	19 Jul	15 Aug	14 Sep	18 Oct	15 Nov	14 Dec
12. ITC 123	Administering Windows Server 2012	19 Jan	22 Feb	28 Mar	27 Apr	31 May	27 Jun	27 Jul	30 Aug	26 Sep	26 Oct	22 Nov	26 Dec
13. ITC 124	Configuring Advanced Windows Server 2012 Services	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	05 Sep	05 Oct	01 Nov	05 Dec	
14. ITC 125	HTML5 Programming (8 Days)	24 Jan	22 Feb	30 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
15. ITC 126	Oracle - Administration Workshop I - Release 2	12 Jan	15 Feb	15 Mar	13 Apr	11 May	14 Jun	11 Jul	15 Aug	12 Sep	11 Oct	16 Nov	19 Dec
16. ITC 127	Oracle - Programming with PL/SQL	25 Jan	23 Feb	21 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
17. ITC 130	Interconnecting Cisco Networking Devices 1 (8 days)	17 Jan	15 Feb	16 Mar	19 Apr	17 May	15 Jun	18 Jul	16 Aug	20 Sep	19 Oct	21 Nov	20 Dec
18. ITC 131	Interconnecting Cisco Networking Devices 2 (8 days)	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	24 Aug	19 Sep	25 Oct	23 Nov	19 Dec
19. ITC 132	Implementing Cisco IP Routing (6 days)	24 Jan	23 Feb	21 Mar	26 Apr	25 May	20 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
20. ITC 133	Installing and Configuring Windows 7 Client	17 Jan	15 Feb	16 Mar	18 Apr	11 May	14 Jun	18 Jul	17 Aug	19 Sep	18 Oct	21 Nov	20 Dec
21. ITC 134	Implementing Cisco Switched Networks (6 days)	05 Jan	01 Feb	07 Mar	06 Apr	02 May	06 Jun	05 Jul	03 Aug	06 Sep	03 Oct	01 Nov	05 Dec
22. ITC 135	Config & Troubleshooting a Wind Server 2008 Network Infrastructure (6 Days)	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	07 Sep	10 Oct	09 Nov	12 Dec
23. ITC 136	Config & Troubleshooting a Wind Server Active Directory Domain Services (6 Days)	12 Jan	14 Feb	16 Mar	11 Apr	17 May	15 Jun	13 Jul	15 Aug	14 Sep	17 Oct	14 Nov	14 Nov
24. ITC 137	Config & Troubleshooting Identity and Access Solutions with Windows Server 2008 Active Directory	12 Jan	14 Feb	15 Mar	13 Apr	11 May	13 Jun	12 Jul	17 Aug	19 Sep	18 Oct	16 Nov	14 Dec
25. ITC 138	Deploying Windows Server 2008 (4 days)	11 Jan	14 Feb	09 Mar	12 Apr	09 May	08 Jun	12 Jul	08 Aug	07 Sep	11 Oct	07 Nov	12 Dec
26. ITC 139	Implementing Forefront Threat Management Gateway 2010	18 Jan	14 Feb	16 Mar	19 Apr	16 May	20 Jun	20 Jul	23 Aug	21 Sep	24 Oct	23 Nov	20 Dec
27. ITC 140	Troubleshooting and Maintaining Cisco IP Networks (6 days)	31 Jan	23 Feb	29 Mar	25 Apr	25 May	28 Jun	25 Jul	31 Aug	27 Sep	31 Oct	30 Nov	27 Dec
28. ITC 141	Writing Queries Using Microsoft SQL Server 2008 Transact SQL (3 days)	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	28 Dec
29. ITC 142	Maintaining a Microsoft SQL Server 2008 R2 Database	19 Jan	15 Feb	14 Mar	20 Apr	17 May	20 Jun	20 Jul	16 Aug	19 Sep	19 Oct	22 Nov	19 Dec
30. ITC 143	Implementing a Microsoft SQL Server 2008 R2 Database (6 days)	11 Jan	02 Feb	07 Mar	12 Apr	09 May	08 Jun	12 Jul	08 Aug	07 Sep	10 Oct	08 Nov	0

ITC 503	CompTIA Series (Storage, Security, Cloud) Certifications	On Demand
ITC 511	Multimedia Communication Networks and Services	On Demand
ITC 526	Java 2 Micro Edition (J2ME) for Mobile Applications	On Demand
ITC 566	Comp TIA Security	On Demand
ITC 567	CCNA Routing & Switching	On Demand
ITCD 545	Oracle- Introduction to SQL	On Demand
ITCD 548	Oracle - SQL TUNING	On Demand
ITCD 549	Oracle - Performance Tuning	On Demand
ITCD 550	Oracle - Business Intelligence: Create analysis and Dashboard	On Demand
ITCG 102	Information Technology for Business	On Demand
ITCN 501	Cisco Professional (CCNA, CCNP, CCIE) Certifications	On Demand
ITCN 506	IPv6 Engineering and Transition	On Demand
ITCN 551	CompTIA Series (Storage, Security, Cloud) Certifications	On Demand
ITCN 567	Cisco CCNA Routing & Switching	On Demand
ITCP 518	Java-Object Oriented Programming (OOP)	On Demand
ITCP 519	Java-Object Oriented Design Principles & Patterns	On Demand
ITCP 520	Introduction to Java-Enterprise Edition (J2EE)	On Demand
ITCP 521	Java-Hibernate & Java Persistence	On Demand
ITCP 522	Java-Spring Application Framework	On Demand
ITCP 524	Java-Aspect Oriented Programming (AOP) and AspectJ	On Demand
ITCP 526	Java 2 Micro Edition (J2ME) for Mobile Applications	On Demand

25 - MDC - Medical Sciences and Clinical Research

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MDC 101	Medical Terminology	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	10 Oct	09 Nov	12 Dec
2. MDC 102	Fundamentals of Medical Billing and Coding	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
3. MDC 103	Basic Life Support for Healthcare Providers (CPR)	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
4. MDC 104	Effective Medical Writing and Transcription	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
5. MDC 105	Handling Medical Emergency and Cardiopulmonary Resuscitation (CPR)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
6. MDC 111	Clinical Research Methodologies	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
7. MDC 112	Effective Medical Writing	19 Jan	21 Feb	22 Mar	20 Apr	23 May	21 Jun	20 Jul	22 Aug	20 Sep	19 Oct	21 Nov	20 Dec
8. MDC 113	Good Pharmacovigilance Practice	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	29 Nov	21 Dec
9. MDC 114	Managing and Monitoring Clinical Trials for GCP Compliance	11 Jan	09 Feb	07 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
10. MDC 115	Auditing Clinical Trials for GCP Best Practices	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
On Demand Courses													
MDC 501	Bioethics	On Demand											
MDC 502	Advanced Cardiovascular Life Support (ACLS)	On Demand											
MDC 503	Diabetes- Comprehensive Overview	On Demand											
MDC 504	Recombinant DNA Technology	On Demand											
MDC 505	Pediatric Advanced Life Support	On Demand											
MDC 506	Microbiology and Infectious Diseases	On Demand											
MDC 507	Strategies and Policies for Controlling Spread of Disease	On Demand											
MDC 510	Medical Environment Administration	On Demand											
MDC 511	Handling Medical Emergencies	On Demand											
MDC 512	Clinical research, bioequivalence and bioavailability studies	On Demand											
MDC 513	Selecting and Managing CROs	On Demand											
MDC 515	Writing Effective Standard Operating Procedures SOPs	On Demand											
MDC 524	Ethical and Regulatory Considerations in Clinical Research	On Demand											

26 - PHR - Pharmaceutical Sciences

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. PHR 105	Control of Drug-related Impurities, Degradants and Potential toxic Impurities in Drug Substance and Drug Product	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
2. PHR 101	Reference Standards: Characterization, Use and Handling in Pharmaceutical Analysis	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
3. PHR 102	Dissolution Testing: Importance and Principles	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
4. PHR 103	Good Manufacturing Practice (GMP) Guidelines	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
5. PHR 104	Marketing, Advertising and Promotion of Pharmaceuticals and Medical Devices	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
6. PHR 106	Fundamentals of Pharmaceutical Formulations and Production	17 Jan	14 Feb	14 Mar	18 Apr	16 May	13 Jun	18 Jul	15 Aug	19 Sep	17 Oct	14 Nov	19 Dec
7. PHR 112	Good Distribution Practices (GDP) for the pharmaceutical industry	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
On Demand Courses													
PHR 501	Introduction to Pharmacokinetics	On Demand											
PHR 502	Preparing the Pharmaceutical Module of the Global CTD Dossier	On Demand											
PHR 504	cGMP Quality Principles for Pharmaceuticals, Biologics and Medical Devices	On Demand											

27 - HCM - Health Care Management & Administration

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. HCM 101	Health Economics	01 Feb	07 Mar	06 Apr	02 May	07 Jun	06 Jul	02 Aug	05 Sep	05 Oct	07 Nov	06 Dec	
2. HCM 102	Health Research and Dissertation	14 Feb	01 Mar	06 Apr	11 May	06 Jun	11 Jul	02 Aug	20 Sep	11 Oct	01 Nov	07 Dec	
3. HCM 103	Health Planning, Monitoring & Evaluation	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	07 Nov	05 Dec	
4. HCM 104	Healthcare Supply Chain Management	10 Jan	14 Feb	14 Mar	11 Apr	09 May	13 Jun	11 Jul	08 Aug	12 Sep	10 Oct	14 Nov	12 Dec
On Demand Courses													
HCM 105	Effective Healthcare Marketing	On Demand											
HCM 106	Healthcare Insurance and Payment Systems	On Demand											
HCM 107	Hospital Management and Administration	On Demand											
HCM 111	Medical Receptionist	On Demand											
HCM 112	Health Services Assistance	On Demand											
HCM 113	Health & Hospital Management Training & Orientation Program	On Demand											
HCM 114	Nutrition	On Demand											
HCM 115	Epidemiology with Biostatistics Component	On Demand											
HCM 501	Financial Management for Health Institutions	On Demand											
HCM 502	Epidemiology with Biostatistics Component	On Demand											
HCM 503	Health Services Management for Public Health Care Programmes	On Demand											
HCM 514	Developing Patient Safety and Quality Care in Nursing	On Demand											
HCM 521	Information Systems in Health Care Management	On Demand											
HCM 522	Elementary First Aid	On Demand											
HCM 523	Bioethics	On Demand											
HCM 524	Clinical Research Compliance for Health Professionals	On Demand											

28 - PAM - Press and Media

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. PAM 101	Digital Innovations for Media	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
2. PAM 102	Effective Social Media Campaign	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
On Demand Courses													
PAM 501	Media Management	On Demand											
PAM 502	Broadcasting Management In Crises	On Demand											
PAM 503	TV Production Management	On Demand											
PAM 504	Digital Journalism	On Demand											
PAM 506	Online Journalism	On Demand											
PAM 507	Multimedia Journalism	On Demand											
PAM 508	Newspaper Journalism	On Demand											
PAM 509	Visual Communication	On Demand											
PAM 510	Documentary Photography and Photojournalism	On Demand											
PAM 511	Camera & Lighting	On Demand											
PAM 512	Audio Engineering	On Demand											
PAM 513	Studio Sound Assistant	On Demand											
PAM 514	Film Making	On Demand											
PAM 515	Multimedia Storytelling	On Demand											
PAM 516	Managing Visual Programs for Children	On Demand											
PAM 518	Broadcast Management	On Demand											
PAM 519	Smartphone Reporting	On Demand											
PAM 520	Education Program Production	On Demand											
PAM 521	Journalism and Broadcasting Fundamentals	On Demand											

29 - ADV - Architectural Design and Visualization

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. ADV 101	Lighting Design using DIALUX	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
2. ADV 102	Architecture Project Management (4 weeks)	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
On Demand Courses													
ADV 501	Decorating Your Home	On Demand											
ADV 502	Drawing With Acrylic Colors	On Demand											
ADV 503	Interior Design Visualization	On Demand											
ADV 504	Exterior Design Visualization	On Demand											
ADV 505	Autocad 2D And 3D	On Demand											
ADV 506	3ds Max Modeling (Basic)	On Demand											
ADV 507	3ds Max Modeling (Advance)	On Demand											
ADV 508	3D Animation Using 3Ds MAX	On Demand											
ADV 509	Architectural Photography	On Demand											
ADV 510	Lumion 3d - Architectural Visualization	On Demand											
ADV 511	Enhancing CAD Drawings Using Photoshop	On Demand											
ADV 512	Using V-Ray 2.0 To Produce A Photorealistic Rendering	On Demand											
ADV 513	Professionally Retouching Images Using Photoshop	On Demand											
ADV 514	Hand Drawings Techniques Using Charcoal	On Demand											
ADV 515	Autocad And Google Sketchup Pipeline	On Demand											

30 - ATC - Aviation Related Courses

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. ATC 101	Ground Operation	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
On Demand Courses													
ATC 501	Flight Operations Inspector Inspection	On Demand											
ATC 502	Airside Operations - Safety Compliance	On Demand											
ATC 503	Passenger Services	On Demand											
ATC 504	Flight Safety Foundation Release Runway Safety Tool Kit	On Demand											
ATC 505	Air Draft Accident Investigation	On Demand											
ATC 506	Flight Data Analysis	On Demand											
ATC 507	Civil Aviation Management	On Demand											
ATC 508	Civil Aviation Policy and Regulation	On Demand											
ATC 509	Cargo Marketing Essentials	On Demand											
ATC 510	Dangerous Goods Regulations	On Demand											
ATC 511	Quality Management System (QMS) for Airlines	On Demand											
ATC 512	Airport Strategic Management	On Demand											
ATC 513	Cargo Sales and Revenue Accounting Processing	On Demand											
ATC 514	Station / Ground Handling Management	On Demand											
ATC 515	Transportation of Live Animals by Air	On Demand											
ATC 516	Air Cargo	On Demand											
ATC 517	Ticketing Courses	On Demand											
ATC 518	Law, Regulations of Aviation	On Demand											
ATC 519	Airport Security	On Demand											
ATC 520	Aviation Insurance	On Demand											
ATC 521	Aviation Security	On Demand											
ATC 522	Cargo Security	On Demand											
ATC 523	Airline Customer Service	On Demand											

31 - AFLC - Agriculture, Fishery and Livestock

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. AFLC 101	How To Control Weeds (10 Days)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
2. AFLC 102	Farm Management (10 days)	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec
3. AFLC 103	Soil Fertility & Fertilizer (10 days)	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
4. AFLC 104	Agricultural Extension (10 Days)	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
5. AFLC 105	Irrigation and Drainage Engineering (10 days)	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
6. AFLC 106	Rodents Controlling Strategy (10 days)	19 Jan	21 Feb	22 Mar	20 Apr	23 May	21 Jun	20 Jul	22 Aug	20 Sep	19 Oct	21 Nov	20 Dec
7. AFLC 107	Irrigation Systems, Participatory Water Management and agriculture Technologies (8 Days)	26 Jan	28 Feb	29 Mar	27 Apr	30 May	28 Jun	27 Jul	29 Aug	27 Sep	26 Oct	28 Nov	20 Dec
On Demand Courses													
AFLC 501	Introduction to Horticulture	On Demand											
AFLC 502	Pest and Disease Control	On Demand											
AFLC 503	Animal Breeding	On Demand											
AFLC 504	Fisheries Management	On Demand											
AFLC 505	Agriculture Sustainability	On Demand											
AFLC 506	Turfgrass Management	On Demand											
AFLC 507	Animal Behaviour	On Demand											
AFLC 508	Agricultural Health and Safety	On Demand											
AFLC 509	Animal Agriculture	On Demand											
AFLC 511	Animal Health And Welfare	On Demand											
AFLC 512	Fish Health	On Demand											
AFLC 513	Fish Production	On Demand											
AFLC 514	Principles of Plant Pathology	On Demand											
AFLC 515	Agricultural Food Policy	On Demand											
AFLC 516	The Agriculture Technology	On Demand											

32 - MISC - Miscellaneous Courses

Code	Course Title	Date 1	Date 2	Date 3	Date 4	Date 5	Date 6	Date 7	Date 8	Date 9	Date 10	Date 11	Date 12
1. MISC 101	Land Surveying - Use & Alignment of Leica DNA03/ DNA10 Equipments	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
2. MISC 102	Kaizen Techniques	05 Jan	07 Feb	01 Mar	06 Apr	02 May	07 Jun	06 Jul	01 Aug	06 Sep	05 Oct	07 Nov	06 Dec
3. MISC 103	Negotiation Skills and Contract Management Techniques	08 Feb	09 Mar	11 Apr	10 May	08 Jun	11 Jul	09 Aug	14 Sep	10 Oct	08 Nov	14 Dec	
4. MISC 105	Technology Entrepreneurship and Lean Startups (TELM)	17 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	14 Sep	19 Oct	14 Nov	13 Dec
5. MISC 106	Purchasing and Negotiation Techniques	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
6. MISC 107	Digital Marketing Strategy (10 Days)	24 Jan	22 Feb	23 Mar	25 Apr	25 May	21 Jun	25 Jul	23 Aug	21 Sep	24 Oct	22 Nov	21 Dec
7. MISC 108	Statistical Techniques using SPSS	05 Jan	15 Feb	16 Mar	18 Apr	17 May	15 Jun	18 Jul	16 Aug	21 Sep	17 Oct	15 Nov	21 Dec
8. MISC 109	Principles Of International Commercial Arbitration	26 Jan	28 Feb	22 Mar	27 Apr	23 May	28 Jun	27 Jul	22 Aug	27 Sep	26 Oct	28 Nov	27 Dec
9. MISC 110	Annual Inventory Management in Government Sectors (10 Days)	04 Jan	02 Feb	07 Mar	05 Apr	04 May	06 Jun	05 Jul	03 Aug	05 Sep	04 Oct	02 Nov	05 Dec
10. MISC 111	Management of Ground and Underground Water Resources	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
11. MISC 117	Advanced Statistical Techniques using SPSS	12 Jan	14 Feb	08 Mar	13 Apr	09 May	14 Jun	13 Jul	08 Aug	13 Sep	12 Oct	14 Nov	13 Dec
12. MISC 118	Liebert HPM A/C Systems	31 Jan	22 Feb	30 Mar	25 Apr	31 May	29 Jun	25 Jul	30 Aug	28 Sep	31 Oct	30 Nov	19 Dec
13. MISC 119	Biotechnology and Genetic Engineering	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
14. MISC 120	School Transportation Quality	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
15. MISC 121	Surveying Engineering- Advanced Baseline Calibration	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
16. MISC 130	SWOT and GAP Analysis	24 Jan	22 Feb	23 Mar	25 Apr	24 May	22 Jun	25 Jul	23 Aug	28 Sep	24 Oct	22 Nov	21 Dec
17. MISC 131	Facility Management (10 Days)	18 Jan	16 Feb	21 Mar	19 Apr	18 May	20 Jun	19 Jul	17 Aug	19 Sep	18 Oct	16 Nov	19 Dec
18. MISC 135	Transportation and Roads engineering (6 Days)	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
19. MISC 136	Inland Waterways Port Safety (3 Days)	01 Feb	02 Mar	04 Apr	03 May	01 Jun	04 Jul	02 Aug	07 Sep	03 Oct	01 Nov	07 Dec	
20. MISC 137	International Shipping and Port Facility Code Appreciation (3 Days)	11 Jan	09 Feb	14 Mar	12 Apr	11 May	13 Jun	12 Jul	10 Aug	12 Sep	11 Oct	09 Nov	12 Dec
21. MISC 138	Port Concessions (3 Days)	19 Jan	21 Feb	15 Mar	20 Apr	16 May	21 Jun	20 Jul	15 Aug	20 Sep	19 Oct	21 Nov	20 Dec
22. MISC 139	Port Development and Control (3 Days)	25 Jan	23 Feb	28 Mar	26 Apr	25 May	27 Jun	26 Jul	24 Aug	26 Sep	25 Oct	23 Nov	26 Dec
23. MISC 140	Earthquake Emergency Management and Planning	10 Jan	08 Feb	09 Mar	11 Apr	10 May	08 Jun						
On Demand Courses													
MISC 104	Parliamentary Diplomacy and Bill Drafting Workshop	On Demand											
MISC 501	Patenting Procedures and Applications	On Demand											
MISC 502	Non-Profit Organization planning and writing the proposal	On Demand											
MISC 507	Proficiency in Personal Survival Techniques	On Demand											
MISC 510	Rapid Earthquake Hazard Evaluation of Buildings	On Demand											
MISC 515	Business Intelligence and Data Mining (BI & DM)	On Demand											
MISC 516	Reception and Hospitality	On Demand											
MISC 517	Non -Violent Conflict Resolution	On Demand											

33 - LONG - Long-Term Programs

[illegible]

References

No	Company/Organization Name	Country
1.	Abu Dhabi Municipality (ADM)	United Arab Emirates
2.	Advanced Petrochemical Company (APC)	Saudi Arabia
3.	Advanced Technology Company (ATC)	Libya
4.	Afghanistan Investment Support Agency (AISA)	Afghanistan
5.	Afghanistan Parliament	Afghanistan
6.	Afriqiyah Airways	Libya
7.	Aga Khan Foundation	Tajikistan
8.	Agip KCO	Kazakhstan
9.	Akakus Oil Operations	Libya
10.	Al Jouf University	Saudi Arabia
11.	Al Madar Al Jadeed Telecom	Libya
12.	Al Mamorah Scientific Bureau	Iraq
13.	Al-Ghubrah Power and Desalinatin Company (GPDC)	Oman
14.	Al-Jouf University	Saudi Arabia
15.	Al-Khafji Joint Operations (KJO)	Saudi Arabia
16.	Al-Waha	Saudi Arabia
17.	Alfa Consulting	Kazakhstan
18.	Arab Academy for Banking and Financial Sciences (AABFS)	Jordan
19.	Aspire Zone (Academy)	Qatar
20.	ASRA Consulting	Afghanistan
21.	Australian Embassy	Saudi Arabia
22.	Banaja Holding	Saudi Arabia
23.	BAYAN International	Saudi Arabia
24.	Berenschot International BV	Netherlands
25.	Brightfocus	Libya
26.	BUKAMAL W.L.L	Bahrain
27.	Cash Processor B.V.	Netherlands
28.	Central Bank of Oman (CBO)	Oman
29.	Central Medical Supplies Co	Sudan
30.	CEPSA (Compañía Española de Petróleos, S.A.U.)	Algeria
31.	CERME ICT	Netherlands
32.	CERTEGLOBAL	United Kingdom
33.	CHEMANOL	Saudi Arabia
34.	Chevron Corporation	Saudi Arabia
35.	College of Electronics Tech - Ben Walid	Libya
36.	Damir Bank	Azerbaijan
37.	Department of Transport	United Arab Emirates
38.	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) - RCDF	Afghanistan
39.	Directorate Lightening and Parts	Iraq
40.	Duqm Development Company SAOC	Oman
41.	Economic Cities Authority	Afghanistan
42.	Economic Social Development Fund (ESDF)	Libya
43.	Electrical Industrial Company (EICO)	Libya
44.	Eni North Africa B.V.	Libya
45.	EQUATE Co	Kuwait
46.	Fauji Fertilizer Bin Qasim Limited (FFBL)	Pakistan
47.	Fauji Fertilizer Company Ltd	Pakistan
48.	Genel Energy	Iraq
49.	General Desalination Company of Libya (GDCOL)	Libya
50.	Great Man-Made River (GMMR)	Libya
51.	Greater Nile Petroleum Operating Company (GNPOC)	Sudan
52.	Gulf Cooperation Council Interconnection Authority (GCCIA)	Saudi Arabia
53.	Hamad Medical Corporation (HMC)	Qatar
54.	HARAKAT-Afghanistan Investment Climate Facility Organization	Afghanistan
55.	Harouge Oil Operations	Libya
56.	Higher Institute for Plastics Fabrication (HIPF)	Saudi Arabia
57.	Information Technology Authority (ITA)	Oman
58.	INMA Kingdom	Saudi Arabia
59.	INPEX Corporation	Indonesia
60.	INPEX Corporation	Japan
61.	Institute of Public Administration (IPA)	Saudi Arabia
62.	Institution of Higher Technical Colleges Board	Nigeria
63.	International Business Skills (IBS)	United Kingdom
64.	International Committee of the Red Cross (ICRC)	Afghanistan
65.	International Islamic Trade Finance Corporation (Member of IDB)	Saudi Arabia
66.	Islamic Development Bank (IDB)	Saudi Arabia
67.	Kcell Joint Stock Company	Kazakhstan
68.	Key Partners Group LLP	Kazakhstan
69.	Khartoum Refinery Co	Sudan
70.	King Abdulaziz City for Science and Technology (KACST)	Saudi Arabia
71.	King Fahad Medical City (KFMC)	Saudi Arabia
72.	King Saud University	Saudi Arabia
73.	Knowledge Economic City	Saudi Arabia
74.	KPMG-Economic Cities Authorities	Saudi Arabia
75.	Kuwait Aviation Fuelling Company	Kuwait
76.	Kuwait Energy	Kuwait
77.	Kuwait Institute for Scientific Research (KISR)	Kuwait
78.	Kuwait Investment Authority	Kuwait
79.	Kuwait Oil Tanker Company (KOTC)	Kuwait
80.	Les Laboratoires SERVIER	Saudi Arabia
81.	Libya Telecoms and Technology	Libya

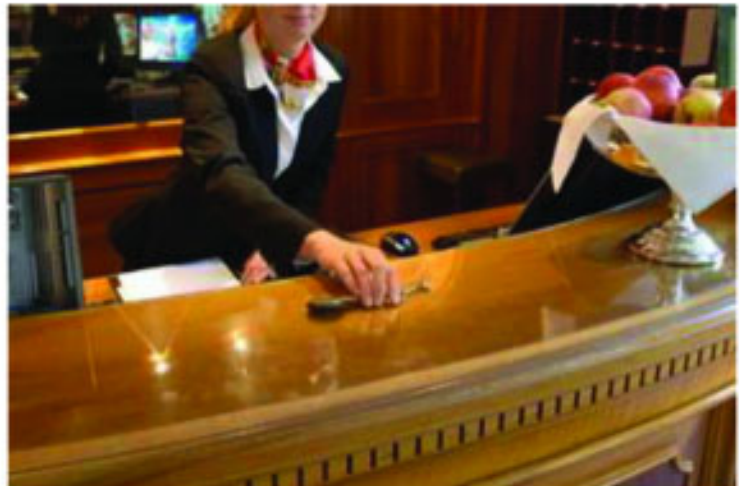
82. Libyan Iron & Steel Company (LISCO)	Libya
83. Libyan Program for Reintegration and Development (former name WAC)	Libya
84. Libyana Mobile Phone Co	Libya
85. Mabrouk Oil Operations	Libya
86. Maersk Oil Qatar	Qatar
87. Majan Electricity Company	Oman
88. Mari Petroleum Company	Pakistan
89. Mazoon Electricity Company SAOC	Oman
90. Medco International Ventures Limited (MIVL)	Libya
91. Mellitah Oil and Gas	Libya
92. Mesaieed Power Company	Qatar
93. Ministry of Defense-Under Secretary	Oman
94. Ministry of Health	Libya
95. Ministry of Health	United Arab Emirates
96. Ministry of Health - Engineering Services Division	Malaysia
97. Ministry of Information and Communication	Libya
98. Ministry of Labour	Libya
99. Ministry of Petroleum	Sudan
100. Ministry of Public Health (MOPH)	Afghanistan
101. Ministry of Rural Rehabilitation and Development (MRRD)	Afghanistan
102. Ministry of Tourism	Libya
103. Minstry Of Defence	Oman
104. Modern World Communications Co	Libya
105. Naghi Group Co	Saudi Arabia
106. National Center for Robotics and Intelligent System -KACST	Saudi Arabia
107. National Company for Mechanical Systems (NCMS)	Saudi Arabia
108. National Medical Stores	Uganda
109. National Oil Corporation (NOC)	Libya
110. National Records & Archives Authority (NRAA)	Oman
111. National Solidarity Program	Afghanistan
112. Nazarbayev University	Kazakhstan
113. Obeikan Education	Saudi Arabia
114. Occidental Mukhaizna LLC	Oman
115. Occidental Petroleum Corporation (OXY)	Libya
116. Oman Airports Management Company (OAMC)	Oman
117. Oman DryDock	Oman
118. Oman India Fertiliser Company S.A.O.C.	Oman
119. Oman Oil Company Exploration And Production (OOCEP)	Oman
120. Oman Oil Company S.A.O.C. (OOC)	Oman
121. OMV Petroleum Exploration GmbH (OMV PETEX)	Iraq
122. Palestine Engineers Association	Palastine
123. Petro Energy E & P	Sudan
124. Petrochemical Industries Company (PIC)	Kuwait
125. PetroChina International	Iraq
126. Petrodar Oil Operating Company	Sudan
127. Petroleum Development Oman (PDO)	Oman
128. Petroleum Training and Qualifying Institute (PTQI)	Libya
129. Power and Water Utility Company for Jubail and Yanbu (MARAFIQ)	Saudi Arabia
130. President Office	Tanzania
131. Prince Sultan Advanced Technologies Research Institute (PSATRI)	Saudi Arabia
132. Project Public Authority	Libya
133. PTT Exploration and Production Public Company Limited (PTTEP)	Thailand
134. Public Works Authority (Ashghal)	Qatar
135. Purdue University	USA
136. RAS GIRTAS POWER COMPANY (RGPC)	Qatar
137. Ras Lanuf Oil & Gas Company (RASCO)	Libya
138. Retirement Fund Incorporated	Malaysia
139. Rovshan Oguz Group	Azerbaijan
140. Royal Commission For Jubail & Yanbu	Saudi Arabia
141. Royal Oman Police (ROP)	Oman
142. SADARA Company	Saudi Arabia
143. SAHARA Petrochemicals	Saudi Arabia
144. Saudi Agricultural and Livestock Investment Company (SALIC)	Saudi Arabia
145. Saudi Arabian Basic Industries Corporation (SABIC)	Saudi Arabia
146. Saudi Aramco Mobil Refinery Company Ltd. (SAMREF)	Saudi Arabia
147. Saudi Council of Engineers	Saudi Arabia
148. Saudi Electricity Company (SEC)	Saudi Arabia
149. Saudi Food and Drug Authority (SFDA)	Saudi Arabia
150. Saudi Industrial Development Fund (SIDF)	Saudi Arabia
151. Saudi Pharmaceutical Industries & Medical Appliances Corporation (SPIMACO)	Saudi Arabia
152. SBM Offshore	Monaco
153. Scout Association	Libya
154. Security Forces Hospital	Saudi Arabia
155. Sharjah University	United Arab Emirates
156. Shuaibah Water & Electricity Company (SWEC)	Saudi Arabia
157. Sirte Oil Co	Libya
158. SKK Migas Indonesia	Indonesia
159. SOCAR-Black Sea Terminal LLC	Georgia
160. SOCOMENIN Engineering	Tunisia
161. Solidarity Saudi Takaful Co. (Solidarity)	Saudi Arabia
162. Sukleen and Sukomi	Lebanon
163. Sultan Qaboos University	Oman
164. Sultan School	Oman
165. Syntea SA	Poland
166. Takhnia Libya Engineering Company (TLEC)	Libya
167. TAQ TAQ OPERATING COMPANY	Iraq
168. Telecommunications Regulatory Authority	Oman
169. Telecommunications Regulatory Authority	United Arab Emirates
170. Tengizchevroil LLP	Kazakhstan
171. United Arab Shipping Agencies Company (UASC)	Bahrain

172. United Enterprises Azerbaijan LLC	Azerbaijan
173. United Nations Development Programme (UNDP)	Afghanistan
174. United Nations Relief and Works Agency (UNRWA)	Jordan
175. United Nations World Food Programme (UNWFP)	Pakistan
176. Waha Oil Company	Libya
177. Weights and Measures Agency	Tanzania
178. Wintershall Oil and Gas	Libya
179. World Health Organization	Lebanon
180. Yemen LNG Company	Yemen
181. Zubair Corporation	Oman

HOSPITALITY AND OTHER SERVICES

Hotel Arrangements

We have contracts with a wide range of hotels in Istanbul and surrounding cities. The prices in our database are competitive rates which are significantly cheaper than the prices offered upon online booking and those offered at the hotel lobbies. The hotels in our database range from 3 to 5 star hotels and are selected based on previous customer feedback.



Airport Pickup & Transportation Arrangements

Trainees are welcomed at the airport by our representatives and their transport to the hotel is arranged. Upon request, we can provide private luxury coaches or minivans with drivers that are fluent in Arabic and/or English to better facilitate their sightseeing experience. Delegates are provided with essential information (logistic & local transportation orientation, maps, emergency numbers)

Tour programs

Our company arranges various tour packages that are customized to demand, taking into consideration the background and comfort of the customers. With years of experience in the tourism sector, our company ensures that the trainees can truly enjoy their stay in Turkey. Guides that are proficient in the native language of the trainees can be arranged upon request. The destinations can be determined based on preference. Given the advancement of the local health sector, medical oriented tourism is also offered with relevant consultancy by experts.



SAHARA GROUP

Committed to Inspire

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