

Training Calendar

20
23

RADIATING KNOWLEDGE

OUR CORPORATE VALUES



Schedule with us your Next Training

- FACE -TO-FACE** classroom training
- LIVE** virtual training
- IN-HOUSE** training
- E-LEARNING**

Services

- HR DEVELOPMENT & CONSULTING** Solutions
- LEARNING & DEVELOPMENT** Solutions
- EXECUTIVE AND LEADERSHIP** Coaching
- PSYCHOMETRIC** Assessment



20.000+ LEARNERS PER YEAR

PUBLIC SESSIONS A YEAR	CERTIFIED PROGRAMS	INT. ASSOCIATIONS & INSTITUTES	GLOBAL CITIES	SUBJECT MATTER EXPERTS	EMPLOYEES
500+	200+	40+	60+	120+	200+

Administration

**Audit,
Governance &
Compliance**

**Engineering &
Maintenance**

**Facility
Management**

16 INDUSTRIES

Our selection of premium certified programs and distinguished training staff supplies leading global organizations with competitive knowledge.

**Financial
Services**

Healthcare

**Information
Technology**

**Management
and Leadership**

Projects

**Quality
Management**

**Risk
Management**

**Sales and
Marketing**

**Finance &
Accounting**

**Human
Resources**

**Procurement &
Contracts**

**Supply Chain &
Operations**



What date suits you best?

Wide range of dates allowing you to choose according to Your schedule.

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Jan 9-20	Mombasa
	Customer Service Excellence	Jan 9-20	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Jan 16-27	Kisumu
	Professional Switchboard, Receptionists and Telephone Skills	Jan 16-27	Mombasa
	Public Relations and Customer Service Skills Program	Jan 23-31	Mombasa
	Front Office Operations and Management	Jan 23-31	Nakuru
	Call and Contact Centers Operations Management	Jan 23-31	Nakuru
Office Administration	The Senior Secretary Development Program	Jan 9-20	Istanbul
	Administrative Excellence for Secretaries and Administrators	Jan 9-20	Kampala
	Advanced Office Management and Effective Administration Skills	Jan 16-27	Mombasa
	Essential Management Skills for Administrators	Jan 16-27	Istanbul
	Information and Documentation Compliance	Jan 9-20	Arusha
	Finance and Accounting for Office Administrators	Jan 9-20	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Jan 16-27	Mombasa
	The EA/PA & Office Manager Masterclass	Jan 16-27	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Jan 9-20	Mombasa
	Effective Report Writing and Minute Taking	Jan 9-20	Dubai
	Protocol and Event Management	Jan 16-27	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Jan 16-27	Dubai
	Governance and Board Management Skills for EAs & PAs	Jan 9-20	Mombasa
	Office Management and Effective Administration Skills	Jan 9-20	Nakuru
	Executive Secretary Skills	Jan 16-27	Mombasa
	Executive Administration Skills for PAs and Secretaries	Jan 16-27	Mombasa
	Leadership for Administrative Professionals	Jan 23-31	Mombasa
	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Jan 9-20	Dubai
	Masterclass for Executive Secretaries and PA'S	Jan 23-31	Mombasa
	Administrative Operations and Coordination	Jan 23-31	Mombasa
Office Operations for Support Staff	Jan 9-20	Mombasa	
Office Support Assistants	Office Management Skills for Support Staff	Jan 9-20	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Jan 16-27	Mombasa
	Executive Driver Training Program	Jan 16-27	Mombasa
	Road Safety and Traffic Management	Jan 9-20	Mombasa
	Fleet Safety Management	Jan 9-20	Nakuru
	Managing Corporate Transport Function	Jan 16-27	Mombasa
	Workplace Etiquette for Drivers & Messenger	Jan 16-27	Mombasa
	Corporate Messengers and Drivers	Jan 9-20	Mombasa
	Defensive and Professional Driving Skills	Jan 9-20	Nakuru
Corporate Governance	Future Ready Boards; ESG	Jan 16-27	Dubai
	Future Readiness Strategy	Jan 16-27	Mombasa
	Corporate Governance and Board Leadership	Jan 9-20	Dubai
	Corporate Governance and Board Competence Program	Jan 9-20	Dubai
	Public Policy, Governance, and Administration	Jan 16-27	Mombasa
	Corporate Governance in The Public Service	Jan 16-27	Dubai
	Executive Development Program for County Government	Jan 23-31	Dubai
Management and Leadership	Executive Management and Leadership Development Program	Jan 9-20	Mombasa
	Leadership and Management Development	Jan 23-31	Arusha
	Advanced Management	Jan 23-31	Dar es salaam
	Strategic Management Executive Program	Jan 9-20	Mombasa
	Political/Administrative Alignment in the Public Sector	Jan 9-20	Dubai
	Future Readiness Strategy	Jan 16-27	Mombasa
	Effective Supervisory Management	Jan 16-27	Mombasa

	Advanced Public Speaking & Presentation skills	Jan 9-20	Dubai
	Stakeholder Engagement and Management	Jan 9-20	Mombasa
	Stakeholder Management for Boards	Jan 16-27	Arusha
	Enhancing Leadership and Supervisory Management Skills	Jan 16-27	Mombasa
	Governance and Ethics for Public Sector Officers,	Jan 9-20	Arusha
	Writing and Delivering Speeches and Presentations with Impact	Jan 9-20	Mombasa
	Digital Transformation for Boards	Jan 16-27	Dubai
Finance and Budgeting	Budgeting, Planning & Management Reporting	Jan 16-27	Mombasa
	Public Financial Management for Public Sector Managers	Jan 9-20	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Jan 9-20	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Jan 16-27	Arusha
	Pension Management and Administration	Jan 16-27	Dar es salaam
	Finance for Senior Executives	Jan 23-31	Dubai
	Payroll; Preparation, Analysis and Management	Jan 9-20	Mombasa
	Strategic Finance	Jan 23-31	Mombasa
Project Management	Finance for Boards	Jan 23-31	Dubai
	Leading International Projects	Jan 9-20	Mombasa
	International Project Management	Jan 16-27	Nakuru
	Effective Project Management and Coordination	Jan 16-27	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Jan 9-20	Naivasha
	Negotiating and Managing PPP's	Jan 9-20	Istanbul
	Project Finance	Jan 16-27	Kampala
	International PPP Infrastructure Projects Management	Jan 16-27	Mombasa
	Project Performance Measurement and Management	Jan 9-20	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Jan 9-20	Arusha
	Reinventing Strategic Communications	Jan 16-27	Dar es Salaam
	Government Communications and Public Relations	Jan 16-27	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Jan 9-20	Dubai
	Retirement Planning Workshop	Jan 9-20	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Jan 16-27	Arusha
	Quality Logistics and Transport Management	Jan 16-27	Dubai
	Advanced Logistics and Quality Control	Jan 23-31	Mombasa
	Procurement and Supply Chain Management Best Practices (New)	Jan 9-20	Dubai
	Sustainable Supply Chain Management	Jan 23-31	Mombasa
	Contracts Negotiations and Management	Jan 23-31	Nakuru
	Warehouse Operations and Inventory Management	Jan 9-20	Mombasa
	Strategic Purchasing and Supply Management	Jan 9-20	Mombasa
	Effective Purchasing and Contract Negotiation Strategies	Jan 16-27	Dubai
Environment and Sustainability	Purchasing, Procurement & Inventory Management	Jan 16-27	Mombasa
	Supply Chain Best Practices; Concepts, Application and Risk Management	Jan 9-20	Arusha
	Climate Change Adaptation for Business; Net Zero Emissions	Jan 9-20	Mombasa
Human Resource	Green Finance	Jan 16-27	Nakuru
	Sustainable Business Management	Jan 16-27	Mombasa
	International Human Resource Management	Jan 9-20	Mombasa
	Executive SOP Induction Training	Jan 9-20	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Jan 16-27	Nakuru
	People Management for Public Sector Managers	Jan 16-27	Mombasa
	HR Processes, Culture & Change Management Program	Jan 9-20	Mombasa
	Workplace Counseling, Coaching and Mentorship	Jan 9-20	Mombasa
IT and Cyber Security	Corporate Performance Management	Jan 16-27	Nakuru
	Strategy and Strategic Planning	Jan 16-27	Dubai
	Data and Information Management	Jan 23-31	Mombasa
	Records Management and Archiving	Jan 9-20	Dubai
	Electronic Records Management	Jan 23-31	Dubai
	Information Security Management	Jan 23-31	Mombasa
	Cybersecurity for Business and Risk Management	Jan 9-20	Dubai

	Data Security and Information Controls	Jan 9-20	Dubai
	Data Security and Information Assurance	Jan 16-27	Mombasa
	Computer Security and Systems Management	Jan 16-27	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Jan 9-20	Dar es salaam
	Cyber Security Risk and Strategy	Jan 9-20	Mombasa
Sales & Marketing	Strategic Brand Development and Management	Jan 16-27	Dubai
	Market Leadership & Marketing Strategies	Jan 16-27	Mombasa
	Creative Marketing and CRM Innovation	Jan 9-20	Arusha
	Customer Focused Marketing	Jan 9-20	Mombasa
	Marketing Management	Jan 16-27	Dubai
	Market Leadership & Marketing Strategies	Jan 16-27	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Jan 9-20	Arusha
Data Management and Analytics	Data Analytics for Managerial Decision Making	Jan 9-20	Dar es salaam
	Data Visualization	Jan 16-27	Mombasa
	Data Management, Manipulation & Analysis using Excel	Jan 16-27	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Jan 23-31	Mombasa
	Microsoft Excel Advanced Skills	Jan 9-20	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Jan 23-31	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jan 23-31	Dubai
	Effective Modern Security Management and Operations	Jan 9-20	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Jan 9-20	Mombasa
	Access Control and Physical Security Management	Jan 16-27	Nakuru
	Security Incident Management and Investigations	Jan 16-27	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jan 9-20	Naivasha
	Transported Assets Security Management	Jan 9-20	Istanbul
	Multidimensional Security Management Training	Jan 16-27	Kampala
	Supply Chain Security and Risk Management	Jan 16-27	Mombasa
	Transported Assets Protections Standardization	Jan 9-20	Istanbul
	Crisis Management and Emergency Response Measures	Jan 9-20	Arusha
	Crisis Management and Contingency Plan	Jan 16-27	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Jan 16-27	Mombasa
	Strategic Facility Management Analytics	Jan 9-20	Dubai
	Road Assets Management	Jan 9-20	Mombasa
	Advanced Facilities Management	Jan 16-27	Dubai
	Maintenance Management Best Practices	Jan 16-27	Mombasa
	Maintenance, Reliability and Asset Management Technology Best Practices	Jan 23-31	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Jan 9-20	Mombasa

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Customer Service	Customer Experience Excellence	Feb 1-10	Mombasa
	Customer Service Excellence	Feb 6-17	Nakuru
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Feb 13-24	Kisumu
	Professional Switchboard, Receptionists and Telephone Skills	Feb 20-28	Mombasa
	Public Relations and Customer Service Skills Program	Feb 1-10	Mombasa
	Front Office Operations and Management	Feb 6-17	Nakuru
Office Administration	Call and Contact Centers Operations Management	Feb 13-24	Nakuru
	The Senior Secretary Development Program	Feb 20-28	Istanbul
	Administrative Excellence for Secretaries and Administrators	Feb 1-10	Kampala
	Advanced Office Management and Effective Administration Skills	Feb 6-17	Mombasa
	Essential Management Skills for Administrators	Feb 13-24	Istanbul
	Information and Documentation Compliance	Feb 20-28	Arusha
	Finance and Accounting for Office Administrators	Feb 1-10	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Feb 6-17	Mombasa
	The EA/PA & Office Manager Masterclass	Feb 13-24	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Feb 20-28	Mombasa
	Effective Report Writing and Minute Taking	Feb 1-10	Dubai
	Protocol and Event Management	Feb 6-17	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Feb 13-24	Dubai
	Governance and Board Management Skills for EAs & PAs	Feb 20-28	Mombasa
	Office Management and Effective Administration Skills	Feb 1-10	Nakuru
	Executive Secretary Skills	Feb 6-17	Mombasa
	Executive Administration Skills for PAs and Secretaries	Feb 13-24	Mombasa
	Leadership for Administrative Professionals	Feb 20-28	Dar es Salaam
Office Support Assistants	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Feb 1-10	Mombasa
	Masterclass for Executive Secretaries and PA'S	Feb 6-17	Dubai
	Administrative Operations and Coordination	Feb 13-24	Mombasa
	Office Operations for Support Staff	Feb 20-28	Mombasa
	Office Management Skills for Support Staff	Feb 1-10	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Feb 6-17	Mombasa
	Executive Driver Training Program	Feb 13-24	Mombasa
	Road Safety and Traffic Management	Feb 20-28	Mombasa
	Fleet Safety Management	Feb 1-10	Nakuru
	Managing Corporate Transport Function	Feb 6-17	Mombasa
Corporate Governance	Workplace Etiquette for Drivers & Messenger	Feb 13-24	Mombasa
	Corporate Messengers and Drivers	Feb 20-28	Mombasa
	Defensive and Professional Driving Skills	Feb 1-10	Nakuru
	Future Ready Boards; ESG	Feb 6-17	Dubai
	Future Readiness Strategy	Feb 13-24	Mombasa
	Corporate Governance and Board Leadership	Feb 20-28	Dubai
Management and Leadership	Corporate Governance and Board Competence Program	Feb 1-10	Dubai
	Executive Development Program for County Government	Feb 20-2	Bubai
	Public Policy, Governance, and Administration	Feb 6-17	Mombasa
	Corporate Governance in The Public Service	Feb 13-24	Dubai
	Executive Management and Leadership Development Program	Feb 1-10	Mombasa
	Leadership and Management Development	Feb 6-17	Arusha
	Advanced Management	Feb 13-24	Dar es salaam
	Strategic Management Executive Program	Feb 20-28	Mombasa
	Political/Administrative Alignment in the Public Sector	Feb 1-10	Dubai
	Future Readiness Strategy	Feb 6-17	Mombasa
	Effective Supervisory Management	Feb 13-24	Dar es Salaam
	Advanced Public Speaking & Presentation skills	Feb 20-28	Mombasa
	Stakeholder Engagement and Management	Feb 1-10	Dubai
	Stakeholder Management for Boards	Feb 6-17	Mombasa

	Enhancing Leadership and Supervisory Management Skills	Feb 13-24	Dubai
	Governance and Ethics for Public Sector Officers,	Feb 20-28	Dar es Salaam
	Writing and Delivering Speeches and Presentations with Impact	Feb 1-10	Mombasa
	Digital Transformation for Boards	Feb 6-17	Dubai
Finance and Budgeting	Budgeting, Planning & Management Reporting	Feb 13-24	Mombasa
	Public Financial Management for Public Sector Managers	Feb 20-28	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Feb 1-10	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Feb 6-17	Arusha
	Pension Management and Administration	Feb 13-24	Dar es salaam
	Finance for Senior Executives	Feb 20-28	Dubai
	Payroll; Preparation, Analysis and Management	Feb 1-10	Mombasa
	Strategic Finance	Feb 6-17	Dar es Salaam
	Finance for Boards	Feb 13-24	Mombasa
	Project Management	Leading International Projects	Feb 1-10
International Project Management		Feb 6-17	Nakuru
Effective Project Management and Coordination		Feb 13-24	Kisumu
Protocol, Public Relations, and Events Management		Feb 20-28	Naivasha
PPP and Project Finance	Negotiating and Managing PPP's	Feb 1-10	Istanbul
	Project Finance	Feb 6-17	Kampala
	International PPP Infrastructure Projects Management	Feb 13-24	Mombasa
	Project Performance Measurement and Management	Feb 20-28	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Feb 1-10	Arusha
	Reinventing Strategic Communications	Feb 6-17	Dar es Salaam
	Government Communications and Public Relations	Feb 13-24	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Feb 20-28	Nakuru
	Retirement Planning Workshop	Feb 1-10	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Feb 6-17	
	Quality Logistics and Transport Management	Feb 13-24	Dubai
	Advanced Logistics and Quality Control	Feb 20-28	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Feb 1-10	Dubai
	Sustainable Supply Chain Management	Feb 6-17	Mombasa
	Contracts Negotiations and Management	Feb 13-24	Nakuru
	Warehouse Operations and Inventory Management	Feb 20-28	Mombasa
	Strategic Purchasing and Supply Management	Feb 1-10	
	Effective Purchasing and Contract Negotiation Strategies	Feb 6-17	Mombasa
	Purchasing, Procurement & Inventory Management	Feb 13-24	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Feb 20-28	
	Climate Change Adaptation for Business; Net Zero Emissions	Feb 1-10	Mombasa
	Green Finance	Feb 6-17	Nakuru
Human Resource	Sustainable Business Management	Feb 13-24	Mombasa
	International Human Resource Management	Feb 20-28	Mombasa
	Executive SOP Induction Training	Feb 1-10	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Feb 6-17	Nakuru
	People Management for Public Sector Managers	Feb 13-24	Mombasa
	HR Processes, Culture & Change Management Program	Feb 20-28	Mombasa
	Workplace Counseling, Coaching and Mentorship	Feb 1-10	Mombasa
	Corporate Performance Management	Feb 6-17	Nakuru
	Strategy and Strategic Planning	Feb 13-24	Dubai
	IT and Cyber Security	Data and Information Management	Feb 20-28
Records Management and Archiving		Feb 1-10	Dubai
Electronic Records Management		Feb 6-17	Dubai
Information Security Management		Feb 13-24	Mombasa
Cybersecurity for Business and Risk Management		Feb 20-28	Dubai
Data Security and Information Controls		Feb 1-10	Dubai
Data Security and Information Assurance		Feb 6-17	Mombasa
Computer Security and Systems Management		Feb 13-24	Arusha
Cybersecurity Investigations and Electronic Evidence Management		Feb 20-28	Dar es salaam
Cyber Security Risk and Strategy	Feb 1-10		

Sales & Marketing	Strategic Brand Development and Management	Feb 6-17	Mombasa
	Market Leadership & Marketing Strategies	Feb 13-24	Dubai
	Creative Marketing and CRM Innovation	Feb 20-28	Mombasa
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	Marketing Management	Feb 6-17	Dar es Salaam
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	Mastering Sales & Marketing in the Age of New Social Media	Feb 20-28	Dubai
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	Data Visualization	Feb 6-17	Mombasa
	Data Management, Manipulation & Analysis using Excel	Feb 13-24	Dubai
Safety and Security Management	Microsoft Office Excel 2019 Advanced Skills	Feb 20-28	Mombasa
	Microsoft Excel Advanced Skills	Feb 1-10	Arusha
	Security Leadership Essentials for Managers	Feb 6-17	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Feb 13-24	Dubai
	Effective Modern Security Management and Operations	Feb 20-28	Mombasa
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	Access Control and Physical Security Management	Feb 6-17	Nakuru
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Asset and Facility Management	Asset and Facility Management Strategy	Feb 13-24	Mombasa
	Strategic Facility Management Analytics	Feb 20-28	Dubai
	Road Assets Management	Feb 1-10	Mombasa
	Advanced Facilities Management	Feb 6-17	Dubai
	Maintenance Management Best Practices	Feb 13-24	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Feb 20-28	Mombasa
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	Essential Management Skills for Administrators	Mar 20-31	Istanbul
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	Executive Secretary Skills	Mar 13-24	Mombasa
	Executive Administration Skills for PAs and Secretaries	Mar 20-31	Mombasa
	Leadership for Administrative Professionals	Jan 16-27	
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Mar 6-17	Dubai	
Masterclass for Executive Secretaries and PA'S	Mar 13-24		
Administrative Operations and Coordination	Mar 20-31		
Office Support Assistants	Office Operations for Support Staff	Jan 16-27	Mombasa
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	Public Financial Management for Public Sector Managers	Jan 16-27	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Mar 6-17	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Mar 13-24	Arusha
Finance and Budgeting	Pension Management and Administration	Mar 20-31	Dar es salaam
	Finance for Senior Executives	Jan 16-27	Dubai
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	Strategic Finance	Mar 13-24	Dar es Salaam
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	HR Processes, Culture & Change Management Program	Jan 16-27	Mombasa
	Workplace Counseling, Coaching and Mentorship	Mar 6-17	Mombasa
	Corporate Performance Management	Mar 13-24	Nakuru
	Strategy and Strategic Planning	Mar 20-31	Dubai

IT and Cyber Security	Data and Information Management	Jan 16-27	Mombasa
	Records Management and Archiving	Mar 6-17	Dubai
	Electronic Records Management	Mar 13-24	Dubai
	Information Security Management	Mar 20-31	Mombasa
	Cybersecurity for Business and Risk Management	Jan 16-27	Dubai
	Data Security and Information Controls	Mar 6-17	Dubai
	Data Security and Information Assurance	Mar 13-24	Mombasa
	Computer Security and Systems Management	Mar 20-31	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Jan 16-27	Dar es salaam
	Cyber Security Risk and Strategy	Mar 6-17	Mombasa
Sales & Marketing	Strategic Brand Development and Management	Mar 13-24	Mombasa
	Market Leadership & Marketing Strategies	Mar 20-31	Dubai
	Creative Marketing and CRM Innovation	Jan 16-27	Mombasa
	Customer Focused Marketing	Mar 6-17	Dar es Salaam
	Marketing Management	Mar 13-24	Mombasa
	Market Leadership & Marketing Strategies	Mar 20-31	Dubai
	Mastering Sales & Marketing in the Age of New Social Media	Jan 16-27	Mombasa
Data Management and Analytics	Data Analytics for Managerial Decision Making	Mar 6-17	Dar es salaam
	Data Visualization	Mar 13-24	Mombasa
	Data Management, Manipulation & Analysis using Excel	Mar 20-31	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Jan 16-27	Mombasa
	Microsoft Excel Advanced Skills	Mar 6-17	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Mar 13-24	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Mar 20-31	Dubai
	Effective Modern Security Management and Operations	Jan 16-27	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Mar 6-17	Mombasa
	Access Control and Physical Security Management	Mar 13-24	Nakuru
	Security Incident Management and Investigations	Mar 20-31	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jan 16-27	Naivasha
	Transported Assets Security Management	Mar 6-17	Istanbul
	Multidimensional Security Management Training	Mar 13-24	Kampala
	Supply Chain Security and Risk Management	Mar 20-31	Mombasa
	Transported Assets Protections Standardization	Jan 16-27	Istanbul
	Crisis Management and Emergency Response Measures	Mar 6-17	Arusha
	Crisis Management and Contingency Plan	Mar 13-24	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Mar 20-31	Mombasa
	Strategic Facility Management Analytics	Jan 16-27	Dubai
	Road Assets Management	Mar 6-17	Mombasa
	Advanced Facilities Management	Mar 13-24	Dubai
	Maintenance Management Best Practices	Mar 20-31	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Jan 16-27	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Mar 6-17	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Apr 3-14	Mombasa
	Customer Service Excellence	Apr 10-21	Nakuru
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Apr 17-28	Kisumu
	Professional Switchboard, Receptionists and Telephone Skills	Apr 3-14	Naivasha
	Public Relations and Customer Service Skills Program	Apr 10-21	Dar es Salaam
	Front Office Operations and Management	Apr 17-28	Mombasa
Office Administration	Call and Contact Centers Operations Management	Apr 3-14	Dubai
	The Senior Secretary Development Program	Apr 10-21	Istanbul
	Administrative Excellence for Secretaries and Administrators	Apr 17-28	Kampala
	Advanced Office Management and Effective Administration Skills	Apr 3-14	Mombasa
	Essential Management Skills for Administrators	Apr 10-21	Istanbul
	Information and Documentation Compliance	Apr 17-28	Arusha
	Finance and Accounting for Office Administrators	Apr 3-14	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Apr 10-21	Mombasa
	The EA/PA & Office Manager Masterclass	Apr 17-28	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Apr 3-14	Mombasa
	Effective Report Writing and Minute Taking	Apr 10-21	Dubai
	Protocol and Event Management	Apr 17-28	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Apr 3-14	Dubai
	Governance and Board Management Skills for EAs & PAs	Apr 10-21	Mombasa
	Office Management and Effective Administration Skills	Apr 17-28	Nakuru
	Executive Secretary Skills	Apr 3-14	Mombasa
	Executive Administration Skills for PAs and Secretaries	Apr 10-21	Mombasa
	Leadership for Administrative Professionals	Apr 17-28	Dar es Salaam
	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Apr 3-14	Mombasa
	Office Support Assistants	Masterclass for Executive Secretaries and PA'S	Apr 10-21
Administrative Operations and Coordination		Apr 17-28	Mombasa
Office Operations for Support Staff		Apr 3-14	Mombasa
Office Management Skills for Support Staff		Apr 10-21	Nakuru
Protocol and Etiquette for Executive Drivers and VIP Attendants II		Apr 17-28	Mombasa
Executive Driver Training Program		Apr 3-14	Mombasa
Road Safety and Traffic Management		Apr 10-21	Mombasa
Fleet Safety Management		Apr 17-28	Nakuru
Managing Corporate Transport Function		Apr 3-14	Mombasa
Workplace Etiquette for Drivers & Messenger		Apr 10-21	Mombasa
Corporate Governance	Corporate Messengers and Drivers	Apr 17-28	Mombasa
	Defensive and Professional Driving Skills	Apr 3-14	Nakuru
	Future Ready Boards; ESG	Apr 10-21	Dubai
	Future Readiness Strategy	Apr 17-28	Mombasa
	Corporate Governance and Board Leadership	Apr 3-14	Dubai
	Corporate Governance and Board Competence Program	Apr 10-21	Dubai
Management and Leadership	Public Policy, Governance, and Administration	Apr 17-28	Mombasa
	Corporate Governance in The Public Service	Apr 3-14	Dubai
	Executive Development Program for County Government	Apr 10-21	Dubai
	Executive Management and Leadership Development Program	Apr 17-28	Mombasa
	Leadership and Management Development	Apr 3-14	Arusha
	Advanced Management	Apr 10-21	Dar es salaam
	Strategic Management Executive Program	Apr 17-28	Mombasa
	Political/Administrative Alignment in the Public Sector	Apr 3-14	Dubai
	Future Readiness Strategy	Apr 10-21	Mombasa
	Effective Supervisory Management	Apr 17-28	Dar es Salaam
Management and Leadership	Advanced Public Speaking & Presentation skills	Apr 3-14	Mombasa
	Stakeholder Engagement and Management	Apr 10-21	Dubai
	Stakeholder Management for Boards	Apr 17-28	Mombasa

	Enhancing Leadership and Supervisory Management Skills	Apr 3-14	Dubai
	Governance and Ethics for Public Sector Officers,	Apr 10-21	Dar es Salaam
	Writing and Delivering Speeches and Presentations with Impact	Apr 17-28	Mombasa
	Digital Transformation for Boards	Apr 3-14	Dubai
Finance and Budgeting	Budgeting, Planning & Management Reporting	Apr 10-21	Mombasa
	Public Financial Management for Public Sector Managers	Apr 17-28	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Apr 3-14	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Apr 10-21	Arusha
	Pension Management and Administration	Apr 17-28	Dar es Salaam
	Finance for Senior Executives	Apr 3-14	Mombasa
	Payroll; Preparation, Analysis and Management	Apr 10-21	Dubai
	Strategic Finance	Apr 17-28	Mombasa
Project Management	Finance for Boards	Apr 3-14	Dubai
	Leading International Projects	Apr 17-28	Mombasa
	International Project Management	Apr 3-14	Nakuru
	Effective Project Management and Coordination	Apr 10-21	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Apr 17-28	Naivasha
	Negotiating and Managing PPP's	Apr 3-14	Istanbul
	Project Finance	Apr 10-21	Kampala
	International PPP Infrastructure Projects Management	Apr 17-28	Mombasa
Strategic Communications	Project Performance Measurement and Management	Apr 3-14	Istanbul
	Strategic Project Management in "Disruption" Age	Apr 10-21	Arusha
	Reinventing Strategic Communications	Apr 17-28	Dar es Salaam
Retirement	Government Communications and Public Relations	Apr 3-14	Mombasa
	Reinventing Presidential Strategic Communications	Apr 10-21	Nakuru
Purchasing, Logistics & Supply Chain Management	Retirement Planning Workshop	Apr 17-28	Mombasa
	Pensions Management and Administration	Apr 3-14	Dar es Salaam
	Quality Logistics and Transport Management	Apr 10-21	Mombasa
	Advanced Logistics and Quality Control	Apr 17-28	Dubai
	Procurement and Supply Chain Management Best Practices {New}	Apr 3-14	Mombasa
	Sustainable Supply Chain Management	Apr 10-21	Dubai
	Contracts Negotiations and Management	Apr 17-28	Nakuru
	Warehouse Operations and Inventory Management	Apr 3-14	Mombasa
	Strategic Purchasing and Supply Management	Apr 10-21	Dar es Salaam
	Effective Purchasing and Contract Negotiation Strategies	Apr 17-28	Mombasa
Environment and Sustainability	Purchasing, Procurement & Inventory Management	Apr 3-14	Dubai
	Supply Chain Best Practices; Concepts, Application and Risk Management	Apr 10-21	Mombasa
	Climate Change Adaptation for Business; Net Zero Emissions	Apr 17-28	Dubai
Human Resource	Green Finance	Apr 3-14	Dubai
	Sustainable Business Management	Apr 10-21	Mombasa
	International Human Resource Management	Apr 17-28	Dubai
	Executive SOP Induction Training	Apr 3-14	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Apr 10-21	Nakuru
	People Management for Public Sector Managers	Apr 17-28	Mombasa
	HR Processes, Culture & Change Management Program	Apr 3-14	Mombasa
	Workplace Counseling, Coaching and Mentorship	Apr 10-21	Mombasa
Corporate Performance Management	Apr 17-28	Nakuru	
IT and Cyber Security	Strategy and Strategic Planning	Apr 3-14	Dubai
	Data and Information Management	Apr 10-21	Mombasa
	Records Management and Archiving	Apr 17-28	Dubai
	Electronic Records Management	Apr 3-14	Dubai
	Information Security Management	Apr 10-21	Mombasa
	Cybersecurity for Business and Risk Management	Apr 17-28	Dubai
Data Security and Information Controls	Apr 3-14	Dubai	
Data Security and Information Assurance	Apr 10-21	Mombasa	

	Computer Security and Systems Management	Apr 17-28	Arusha	
	Cybersecurity Investigations and Electronic Evidence Management	Apr 3-14	Dar es salaam	
	Cyber Security Risk and Strategy	Apr 10-21	Dar es Salaam	
Sales & Marketing	Strategic Brand Development and Management	Apr 17-28	Mombasa	
	Market Leadership & Marketing Strategies	Apr 3-14	Dubai	
	Creative Marketing and CRM Innovation	Apr 10-21	Mombasa	
	Customer Focused Marketing	Apr 17-28	Dubai	
	Marketing Management	Apr 3-14	Dar es Salaam	
	Market Leadership & Marketing Strategies	Apr 10-21	Mombasa	
	Mastering Sales & Marketing in the Age of New Social Media	Apr 17-28	Dubai	
Data Management and Analytics	Data Analytics for Managerial Decision Making	Apr 3-14	Dar es salaam	
	Data Visualization	Apr 10-21	Mombasa	
	Data Management, Manipulation & Analysis using Excel	Apr 17-28	Dubai	
	Microsoft Office Excel 2019 Advanced Skills	Apr 3-14	Mombasa	
	Microsoft Excel Advanced Skills	Apr 10-21	Arusha	
Safety and Security Management	Security Leadership Essentials for Managers	Apr 17-28	Dar es salaam	
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Apr 3-14	Dubai	
	Effective Modern Security Management and Operations	Apr 10-21	Mombasa	
	Emergency Response and Incident Investigation for Supervisors and Managers	Apr 17-28	Mombasa	
	Access Control and Physical Security Management	Apr 3-14	Nakuru	
	Security Incident Management and Investigations	Apr 10-21	Kisumu	
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Apr 17-28	Naivasha	
	Transported Assets Security Management	Apr 3-14	Istanbul	
	Multidimensional Security Management Training	Apr 10-21	Kampala	
	Supply Chain Security and Risk Management	Apr 17-28	Mombasa	
	Transported Assets Protections Standardization	Apr 3-14	Istanbul	
	Crisis Management and Emergency Response Measures	Apr 10-21	Arusha	
	Crisis Management and Contingency Plan	Apr 17-28	Dar es Salaam	
	Asset and Facility Management	Asset and Facility Management Strategy	Apr 3-14	Mombasa
Strategic Facility Management Analytics		Apr 10-21	Dubai	
Road Assets Management		Apr 17-28	Mombasa	
Advanced Facilities Management		Apr 3-14	Dubai	
Maintenance Management Best Practices		Apr 10-21	Dar es Salaam	
Maintenance, Reliability and Asset Management Technology Best Practices		Apr 17-28	Mombasa	
Assets Risk, Reliability and Safety Management Techniques		Apr 3-14	Dubai	

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	May 2-12	Mombasa
	Customer Service Excellence	May 8-19	Nakuru
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	May 15-26	Dar es Salaam
	Professional Switchboard, Receptionists and Telephone Skills	May 22-31	Mombasa
	Public Relations and Customer Service Skills Program	May 2-12	Dubai
	Front Office Operations and Management	May 8-19	Mombasa
	Call and Contact Centers Operations Management	May 15-26	Dubai
Office Administration	The Senior Secretary Development Program	May 22-31	Istanbul
	Administrative Excellence for Secretaries and Administrators	May 2-12	Kampala
	Advanced Office Management and Effective Administration Skills	May 8-19	Mombasa
	Essential Management Skills for Administrators	May 15-26	Istanbul
	Information and Documentation Compliance	May 22-31	Arusha
	Finance and Accounting for Office Administrators	May 2-12	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	May 8-19	Mombasa
	The EA/PA & Office Manager Masterclass	May 15-26	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	May 22-31	Mombasa
	Effective Report Writing and Minute Taking	May 2-12	Dubai
	Protocol and Event Management	May 8-19	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	May 15-26	Dubai
	Governance and Board Management Skills for EAs & PAs	May 22-31	Mombasa
	Office Management and Effective Administration Skills	May 2-12	Nakuru
	Executive Secretary Skills	May 8-19	Mombasa
	Executive Administration Skills for PAs and Secretaries	May 15-26	Dar es Salaam
	Leadership for Administrative Professionals	May 22-31	Mombasa
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	May 2-12	Dubai	
Masterclass for Executive Secretaries and PA'S	May 8-19	Mombasa	
Administrative Operations and Coordination	May 15-26	Dubai	
Office Support Assistants	Office Operations for Support Staff	May 22-31	Mombasa
	Office Management Skills for Support Staff	May 2-12	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	May 8-19	Mombasa
	Executive Driver Training Program	May 15-26	Mombasa
	Road Safety and Traffic Management	May 22-31	Mombasa
	Fleet Safety Management	May 2-12	Nakuru
	Managing Corporate Transport Function	May 8-19	Mombasa
Corporate Governance	Workplace Etiquette for Drivers & Messenger	May 15-26	Mombasa
	Corporate Messengers and Drivers	May 22-31	Mombasa
	Defensive and Professional Driving Skills	May 2-12	Nakuru
	Future Ready Boards; ESG	May 8-19	Dubai
	Future Readiness Strategy	May 15-26	Mombasa
	Corporate Governance and Board Leadership	May 22-31	Dubai
	Corporate Governance and Board Competence Program	May 2-12	Dubai
	Public Policy, Governance, and Administration	May 8-19	Mombasa
	Corporate Governance in The Public Service	May 15-26	Dubai
Executive Development Program for County Government	May 22-31	Dubai	
Management and Leadership	Executive Management and Leadership Development Program	May 2-12	Mombasa
	Leadership and Management Development	May 8-19	Arusha
	Advanced Management	May 15-26	Dar es salaam
	Strategic Management Executive Program	May 22-31	Mombasa
	Political/Administrative Alignment in the Public Sector	May 2-12	Dubai
	Future Readiness Strategy	May 8-19	Mombasa
	Effective Supervisory Management	May 15-26	Dar es Salaam

	Advanced Public Speaking & Presentation skills	May 22-31	Mombasa
	Stakeholder Engagement and Management	May 2-12	Dubai
	Stakeholder Management for Boards	May 8-19	Mombasa
	Enhancing Leadership and Supervisory Management Skills	May 15-26	Dubai
	Governance and Ethics for Public Sector Officers,	May 22-31	Mombasa
	Writing and Delivering Speeches and Presentations with Impact	May 2-12	Dubai
	Digital Transformation for Boards	May 8-19	Dar es Salaam
Finance and Budgeting	Budgeting, Planning & Management Reporting	May 15-26	Mombasa
	Public Financial Management for Public Sector Managers	May 22-31	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	May 2-12	Mombasa
	Accounts Payable: Accounting and Management Best Practices	May 8-19	Arusha
	Pension Management and Administration	May 15-26	Dar es salaam
	Finance for Senior Executives	May 22-31	Dubai
	Payroll; Preparation, Analysis and Management	May 2-12	Mombasa
	Strategic Finance	May 8-19	Dar es Salaam
Project Management	Finance for Boards	May 15-26	Mombasa
	Leading International Projects	May 2-12	Mombasa
	International Project Management	May 8-19	Nakuru
	Effective Project Management and Coordination	May 15-26	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	May 22-31	Naivasha
	Negotiating and Managing PPP's	May 2-12	Istanbul
	Project Finance	May 8-19	Kampala
	International PPP Infrastructure Projects Management	May 15-26	Mombasa
Strategic Communications	Project Performance Measurement and Management	May 22-31	Istanbul
	Strategic Project Management in "Disruption" Age	May 2-12	Arusha
	Reinventing Strategic Communications	May 8-19	Dar es Salaam
Retirement	Government Communications and Public Relations	May 15-26	Mombasa
	Reinventing Presidential Strategic Communications	May 22-31	Nakuru
	Retirement Planning Workshop	May 2-12	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	May 8-19	Dar es Salaam
	Quality Logistics and Transport Management	May 15-26	Mombasa
	Advanced Logistics and Quality Control	May 22-31	Dubai
	Procurement and Supply Chain Management Best Practices {New}	May 2-12	Mombasa
	Sustainable Supply Chain Management	May 8-19	Dubai
	Contracts Negotiations and Management	May 15-26	Dar es Salaam
	Warehouse Operations and Inventory Management	May 22-31	Mombasa
	Strategic Purchasing and Supply Management	May 2-12	Dubai
	Effective Purchasing and Contract Negotiation Strategies	May 8-19	Mombasa
	Purchasing, Procurement & Inventory Management	May 15-26	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	May 22-31	Dar es Salaam
	Climate Change Adaptation for Business; Net Zero Emissions	May 2-12	Mombasa
	Green Finance	May 8-19	Nakuru
Human Resource	Sustainable Business Management	May 15-26	Mombasa
	International Human Resource Management	May 22-31	Mombasa
	Executive SOP Induction Training	May 2-12	Mombasa
	Business Presentation and Public Speaking in the Public Sector	May 8-19	Nakuru
	People Management for Public Sector Managers	May 15-26	Mombasa
	HR Processes, Culture & Change Management Program	May 22-31	Mombasa
	Workplace Counseling, Coaching and Mentorship	May 2-12	Mombasa
	Corporate Performance Management	May 8-19	Nakuru
IT and Cyber Security	Strategy and Strategic Planning	May 15-26	Dubai
	Data and Information Management	May 22-31	Mombasa
	Records Management and Archiving	May 2-12	Dubai
	Electronic Records Management	May 8-19	Dubai
	Information Security Management	May 15-26	Mombasa

	Cybersecurity for Business and Risk Management	May 22-31	Dubai
	Data Security and Information Controls	May 2-12	Dubai
	Data Security and Information Assurance	May 8-19	Mombasa
	Computer Security and Systems Management	May 15-26	Dar es Salaam
	Cybersecurity Investigations and Electronic Evidence Management	May 22-31	Mombasa
	Cyber Security Risk and Strategy	May 2-12	Dubai
Sales & Marketing	Strategic Brand Development and Management	May 8-19	Mombasa
	Market Leadership & Marketing Strategies	May 15-26	Dubai
	Creative Marketing and CRM Innovation	May 22-31	Mombasa
	Customer Focused Marketing	May 2-12	Dar es Salaam
	Marketing Management	May 8-19	Mombasa
	Market Leadership & Marketing Strategies	May 15-26	Dubai
Data Management and Analytics	Mastering Sales & Marketing in the Age of New Social Media	May 22-31	Mombasa
	Data Analytics for Managerial Decision Making	May 2-12	Dar es salaam
	Data Visualization	May 8-19	Mombasa
	Data Management, Manipulation & Analysis using Excel	May 15-26	Dubai
	Microsoft Office Excel 2019 Advanced Skills	May 22-31	Mombasa
	Microsoft Excel Advanced Skills	May 2-12	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	May 8-19	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	May 15-26	Dubai
	Effective Modern Security Management and Operations	May 22-31	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	May 2-12	Mombasa
	Access Control and Physical Security Management	May 8-19	Nakuru
	Security Incident Management and Investigations	May 15-26	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	May 22-31	Naivasha
	Transported Assets Security Management	May 2-12	Istanbul
	Multidimensional Security Management Training	May 8-19	Kampala
	Supply Chain Security and Risk Management	May 15-26	Mombasa
	Transported Assets Protections Standardization	May 22-31	Istanbul
	Crisis Management and Emergency Response Measures	May 2-12	Arusha
Asset and Facility Management	Crisis Management and Contingency Plan	May 8-19	Dar es Salaam
	Asset and Facility Management Strategy	May 15-26	Mombasa
	Strategic Facility Management Analytics	May 22-31	Dubai
	Road Assets Management	May 2-12	Mombasa
	Advanced Facilities Management	May 8-19	Dubai
	Maintenance Management Best Practices	May 15-26	Dar es Salaam
Maintenance, Reliability and Asset Management Technology Best Practices	May 22-31	Mombasa	
Assets Risk, Reliability and Safety Management Techniques	May 2-12	Dubai	

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Jun 5-16	Mombasa
	Customer Service Excellence	Jun 12-23	Dar es Salaam
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Jun 19-30	Mombasa
	Professional Switchboard, Receptionists and Telephone Skills	Jun 19-30	Dubai
	Public Relations and Customer Service Skills Program	Jun 5-16	Mombasa
	Front Office Operations and Management	Jun 12-23	Dubai
	Call and Contact Centers Operations Management	Jun 19-30	Dar es Salaam
Office Administration	The Senior Secretary Development Program	Jun 19-30	Mombasa
	Administrative Excellence for Secretaries and Administrators	Jun 5-16	Kampala
	Advanced Office Management and Effective Administration Skills	Jun 12-23	Mombasa
	Essential Management Skills for Administrators	Jun 19-30	Istanbul
	Information and Documentation Compliance	Jun 19-30	Arusha
	Finance and Accounting for Office Administrators	Jun 5-16	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Jun 12-23	Mombasa
	The EA/PA & Office Manager Masterclass	Jun 19-30	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Jun 19-30	Mombasa
	Effective Report Writing and Minute Taking	Jun 5-16	Dubai
	Protocol and Event Management	Jun 12-23	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Jun 19-30	Dubai
	Governance and Board Management Skills for EAs & PAs	Jun 19-30	Mombasa
	Office Management and Effective Administration Skills	Jun 5-16	Nakuru
	Executive Secretary Skills	Jun 12-23	Mombasa
	Executive Administration Skills for PAs and Secretaries	Jun 19-30	Dar es Salaam
	Leadership for Administrative Professionals	Jun 19-30	Mombasa
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Jun 5-16	Dubai	
Masterclass for Executive Secretaries and PA'S	Jun 12-23	Mombasa	
Administrative Operations and Coordination	Jun 19-30	Dubai	
Office Support Assistants	Office Operations for Support Staff	Jun 19-30	Mombasa
	Office Management Skills for Support Staff	Jun 5-16	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Jun 12-23	Mombasa
	Executive Driver Training Program	Jun 19-30	Mombasa
	Road Safety and Traffic Management	Jun 19-30	Mombasa
	Fleet Safety Management	Jun 5-16	Nakuru
	Managing Corporate Transport Function	Jun 12-23	Mombasa
	Workplace Etiquette for Drivers & Messenger	Jun 19-30	Mombasa
	Corporate Messengers and Drivers	Jun 19-30	Mombasa
Defensive and Professional Driving Skills	Jun 5-16	Nakuru	
Corporate Governance	Future Ready Boards; ESG	Jun 12-23	Dubai
	Future Readiness Strategy	Jun 19-30	Mombasa
	Corporate Governance and Board Leadership	Jun 19-30	Dubai
	Corporate Governance and Board Competence Program	Jun 5-16	Dubai
	Public Policy, Governance, and Administration	Jun 12-23	Mombasa
	Corporate Governance in The Public Service	Jun 19-30	Dubai
	Executive Development Program for County Government	Jun 19-30	Dubai
Management and Leadership	Executive Management and Leadership Development Program	Jun 5-16	Mombasa
	Leadership and Management Development	Jun 12-23	Arusha
	Advanced Management	Jun 19-30	Dar es salaam
	Strategic Management Executive Program	Jun 19-30	Mombasa
	Political/Administrative Alignment in the Public Sector	Jun 5-16	Dubai
	Future Readiness Strategy	Jun 12-23	Mombasa

	Effective Supervisory Management	Jun 19-30	Dar es Salaam
	Advanced Public Speaking & Presentation skills	Jun 19-30	Mombasa
	Stakeholder Engagement and Management	Jun 5-16	Dubai
	Stakeholder Management for Boards	Jun 12-23	Mombasa
	Enhancing Leadership and Supervisory Management Skills	Jun 19-30	Dubai
	Governance and Ethics for Public Sector Officers, Writing and Delivering Speeches and Presentations with Impact	Jun 19-30	Dar es Salaam
	Digital Transformation for Boards	Jun 12-23	Dubai
	Finance and Budgeting	Budgeting, Planning & Management Reporting	Jun 19-30
Public Financial Management for Public Sector Managers		Jun 19-30	Dubai
Budgeting and Forecasting for Non-Financial Professionals		Jun 5-16	Mombasa
Accounts Payable: Accounting and Management Best Practices		Jun 12-23	Arusha
Pension Management and Administration		Jun 19-30	Dar es Salaam
Finance for Senior Executives		Jun 19-30	Mombasa
Payroll; Preparation, Analysis and Management		Jun 5-16	Dubai
Strategic Finance		Jun 12-23	Mombasa
Project Management	Finance for Boards	Jun 19-30	Dubai
	Leading International Projects	Jun 5-16	Mombasa
	International Project Management	Jun 12-23	Nakuru
	Effective Project Management and Coordination	Jun 19-30	Kisumu
	Protocol, Public Relations, and Events Management	Jun 19-30	Naivasha
PPP and Project Finance	Negotiating and Managing PPP's	Jun 5-16	Istanbul
	Project Finance	Jun 12-23	Kampala
	International PPP Infrastructure Projects Management	Jun 19-30	Mombasa
	Project Performance Measurement and Management	Jun 19-30	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Jun 5-16	Arusha
	Reinventing Strategic Communications	Jun 12-23	Dar es Salaam
	Government Communications and Public Relations	Jun 19-30	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Jun 19-30	Nakuru
	Retirement Planning Workshop	Jun 5-16	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Jun 12-23	
	Quality Logistics and Transport Management	Jun 19-30	Dubai
	Advanced Logistics and Quality Control	Jun 19-30	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Jun 5-16	Dubai
	Sustainable Supply Chain Management	Jun 12-23	Mombasa
	Contracts Negotiations and Management	Jun 19-30	Nakuru
	Warehouse Operations and Inventory Management	Jun 19-30	Mombasa
	Strategic Purchasing and Supply Management	Jun 5-16	
	Effective Purchasing and Contract Negotiation Strategies	Jun 12-23	Mombasa
	Purchasing, Procurement & Inventory Management	Jun 19-30	Dubai
Supply Chain Best Practices; Concepts, Application and Risk Management	Jun 19-30		
Environment and Sustainability	Climate Change Adaptation for Business; Net Zero Emissions	Jun 5-16	Mombasa
	Green Finance	Jun 12-23	Nakuru
	Sustainable Business Management	Jun 19-30	Mombasa
Human Resource	International Human Resource Management	Jun 19-30	Mombasa
	Executive SOP Induction Training	Jun 5-16	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Jun 12-23	Nakuru
	People Management for Public Sector Managers	Jun 19-30	Mombasa
	HR Processes, Culture & Change Management Program	Jun 19-30	Mombasa
	Workplace Counseling, Coaching and Mentorship	Jun 5-16	Mombasa
	Corporate Performance Management	Jun 12-23	Nakuru
	Strategy and Strategic Planning	Jun 19-30	Dubai
IT and Cyber Security	Data and Information Management	Jun 19-30	Mombasa
	Records Management and Archiving	Jun 5-16	Dubai
	Electronic Records Management	Jun 12-23	Dubai

	Information Security Management	Jun 19-30	Mombasa
	Cybersecurity for Business and Risk Management	Jun 19-30	Dubai
	Data Security and Information Controls	Jun 5-16	Dubai
	Data Security and Information Assurance	Jun 12-23	Mombasa
	Computer Security and Systems Management	Jun 19-30	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Jun 19-30	Dar es salaam
	Cyber Security Risk and Strategy	Jun 5-16	
Sales & Marketing	Strategic Brand Development and Management	Jun 12-23	Mombasa
	Market Leadership & Marketing Strategies	Jun 19-30	Dubai
	Creative Marketing and CRM Innovation	Jun 19-30	Mombasa
	Customer Focused Marketing	Jun 5-16	Arusha
	Marketing Management	Jun 12-23	
	Market Leadership & Marketing Strategies	Jun 19-30	
Data Management and Analytics	Mastering Sales & Marketing in the Age of New Social Media	Jun 19-30	
	Data Analytics for Managerial Decision Making	Jun 5-16	Dar es salaam
	Data Visualization	Jun 12-23	Mombasa
	Data Management, Manipulation & Analysis using Excel	Jun 19-30	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Jun 19-30	Mombasa
Safety and Security Management	Microsoft Excel Advanced Skills	Jun 5-16	Arusha
	Security Leadership Essentials for Managers	Jun 12-23	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jun 19-30	Dubai
	Effective Modern Security Management and Operations	Jun 19-30	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Jun 5-16	Mombasa
	Access Control and Physical Security Management	Jun 12-23	Nakuru
	Security Incident Management and Investigations	Jun 19-30	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jun 19-30	Naivasha
	Transported Assets Security Management	Jun 5-16	Istanbul
	Multidimensional Security Management Training	Jun 12-23	Kampala
	Supply Chain Security and Risk Management	Jun 19-30	Mombasa
	Transported Assets Protections Standardization	Jun 19-30	Istanbul
	Crisis Management and Emergency Response Measures	Jun 5-16	Arusha
	Crisis Management and Contingency Plan	Jun 12-23	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Jun 19-30	Mombasa
	Strategic Facility Management Analytics	Jun 19-30	Dubai
	Road Assets Management	Jun 5-16	Mombasa
	Advanced Facilities Management	Jun 12-23	Dubai
	Maintenance Management Best Practices	Jun 19-30	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Jun 19-30	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Jun 5-16	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Jul 3-14	Dar es Salaam
	Customer Service Excellence	Jul 10-21	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Jul 17-28	Dubai
	Professional Switchboard, Receptionists and Telephone Skills	Jul 17-28	Mombasa
	Public Relations and Customer Service Skills Program	Jul 3-14	Dubai
	Front Office Operations and Management	Jul 10-21	Dar es Salaam
	Call and Contact Centers Operations Management	Jul 17-28	Mombasa
Office Administration	The Senior Secretary Development Program	Jul 17-28	Istanbul
	Administrative Excellence for Secretaries and Administrators	Jul 3-14	Kampala
	Advanced Office Management and Effective Administration Skills	Jul 10-21	Mombasa
	Essential Management Skills for Administrators	Jul 17-28	Istanbul
	Information and Documentation Compliance	Jul 17-28	Arusha
	Finance and Accounting for Office Administrators	Jul 3-14	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Jul 10-21	Mombasa
	The EA/PA & Office Manager Masterclass	Jul 17-28	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Jul 17-28	Mombasa
	Effective Report Writing and Minute Taking	Jul 3-14	Dubai
	Protocol and Event Management	Jul 10-21	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Jul 17-28	Dubai
	Governance and Board Management Skills for EAs & PAs	Jul 17-28	Mombasa
	Office Management and Effective Administration Skills	Jul 3-14	Nakuru
	Executive Secretary Skills	Jul 10-21	Mombasa
	Executive Administration Skills for PAs and Secretaries	Jul 17-28	Mombasa
	Leadership for Administrative Professionals	Jul 17-28	Dar es Salaam
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Jul 3-14	Mombasa	
Masterclass for Executive Secretaries and PA'S	Jul 10-21	Dubai	
Administrative Operations and Coordination	Jul 17-28	Mombasa	
Office Support Assistants	Office Operations for Support Staff	Jul 17-28	Mombasa
	Office Management Skills for Support Staff	Jul 3-14	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Jul 10-21	Mombasa
	Executive Driver Training Program	Jul 17-28	Mombasa
	Road Safety and Traffic Management	Jul 17-28	Mombasa
	Fleet Safety Management	Jul 3-14	Nakuru
	Managing Corporate Transport Function	Jul 10-21	Mombasa
	Workplace Etiquette for Drivers & Messenger	Jul 17-28	Mombasa
	Corporate Messengers and Drivers	Jul 17-28	Mombasa
Defensive and Professional Driving Skills	Jul 3-14	Nakuru	
Corporate Governance	Future Ready Boards; ESG	Jul 10-21	Dubai
	Future Readiness Strategy	Jul 17-28	Mombasa
	Corporate Governance and Board Leadership	Jul 17-28	Dubai
	Corporate Governance and Board Competence Program	Jul 3-14	Dubai
	Public Policy, Governance, and Administration	Jul 10-21	Mombasa
	Corporate Governance in The Public Service	Jul 17-28	Dubai
	Executive Development Program for County Government	Jul 17-28	Dubai
	Executive Management and Leadership Development Program	Jul 3-14	Mombasa
Management and Leadership	Leadership and Management Development	Jul 10-21	Arusha
	Advanced Management	Jul 17-28	Dar es salaam
	Strategic Management Executive Program	Jul 17-28	Mombasa
	Political/Administrative Alignment in the Public Sector	Jul 3-14	Dar es Salaam
	Future Readiness Strategy	Jul 10-21	Mombasa

	Effective Supervisory Management	Jul 17-28	Dubai
	Advanced Public Speaking & Presentation skills	Jul 17-28	Mombasa
	Stakeholder Engagement and Management	Jul 3-14	Dubai
	Stakeholder Management for Boards	Jul 10-21	Dar es Salaam
	Enhancing Leadership and Supervisory Management Skills	Jul 17-28	Mombasa
	Governance and Ethics for Public Sector Officers,	Jul 17-28	Dubai
	Writing and Delivering Speeches and Presentations with Impact	Jul 3-14	Mombasa
	Digital Transformation for Boards	Jul 10-21	Dubai
Finance and Budgeting	Budgeting, Planning & Management Reporting	Jul 17-28	Mombasa
	Public Financial Management for Public Sector Managers	Jul 17-28	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Jul 3-14	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Jul 10-21	Arusha
	Pension Management and Administration	Jul 17-28	Dar es Salaam
	Finance for Senior Executives	Jul 17-28	Mombasa
	Payroll; Preparation, Analysis and Management	Jul 3-14	Dubai
	Strategic Finance	Jul 10-21	Mombasa
Project Management	Finance for Boards	Jul 17-28	Dubai
	Leading International Projects	Jul 3-14	Mombasa
	International Project Management	Jul 10-21	Nakuru
	Effective Project Management and Coordination	Jul 17-28	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Jul 17-28	Naivasha
	Negotiating and Managing PPP's	Jul 3-14	Istanbul
	Project Finance	Jul 10-21	Kampala
	International PPP Infrastructure Projects Management	Jul 17-28	Mombasa
	Project Performance Measurement and Management	Jul 17-28	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Jul 3-14	Arusha
	Reinventing Strategic Communications	Jul 10-21	Dar es Salaam
	Government Communications and Public Relations	Jul 17-28	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Jul 17-28	Nakuru
	Retirement Planning Workshop	Jul 3-14	Dar es Salaam
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Jul 10-21	Mombasa
	Quality Logistics and Transport Management	Jul 17-28	Dubai
	Advanced Logistics and Quality Control	Jul 17-28	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Jul 3-14	Dubai
	Sustainable Supply Chain Management	Jul 10-21	Mombasa
	Contracts Negotiations and Management	Jul 17-28	Dar es Salaam
	Warehouse Operations and Inventory Management	Jul 17-28	Mombasa
	Strategic Purchasing and Supply Management	Jul 3-14	Dubai
	Effective Purchasing and Contract Negotiation Strategies	Jul 10-21	Mombasa
	Purchasing, Procurement & Inventory Management	Jul 17-28	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Jul 17-28	Dar es Salaam
	Climate Change Adaptation for Business; Net Zero Emissions	Jul 3-14	Mombasa
	Green Finance	Jul 10-21	Nakuru
Human Resource	Sustainable Business Management	Jul 17-28	Mombasa
	International Human Resource Management	Jul 17-28	Mombasa
	Executive SOP Induction Training	Jul 3-14	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Jul 10-21	Nakuru
	People Management for Public Sector Managers	Jul 17-28	Mombasa
	HR Processes, Culture & Change Management Program	Jul 17-28	Mombasa
	Workplace Counseling, Coaching and Mentorship	Jul 3-14	Mombasa
	Corporate Performance Management	Jul 10-21	Nakuru
Strategy and Strategic Planning	Jul 17-28	Dubai	

IT and Cyber Security	Data and Information Management	Jul 17-28	Mombasa
	Records Management and Archiving	Jul 3-14	Dubai
	Electronic Records Management	Jul 10-21	Dubai
	Information Security Management	Jul 17-28	Mombasa
	Cybersecurity for Business and Risk Management	Jul 17-28	Dubai
	Data Security and Information Controls	Jul 3-14	Dubai
	Data Security and Information Assurance	Jul 10-21	Mombasa
	Computer Security and Systems Management	Jul 17-28	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Jul 17-28	Dar es salaam
	Cyber Security Risk and Strategy	Jul 3-14	Dar es Salaam
Sales & Marketing	Strategic Brand Development and Management	Jul 10-21	Mombasa
	Market Leadership & Marketing Strategies	Jul 17-28	Dubai
	Creative Marketing and CRM Innovation	Jul 17-28	Mombasa
	Customer Focused Marketing	Jul 3-14	Dubai
	Marketing Management	Jul 10-21	Dubai
	Market Leadership & Marketing Strategies	Jul 17-28	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Jul 17-28	Dubai
Data Management and Analytics	Data Analytics for Managerial Decision Making	Jul 3-14	Dar es salaam
	Data Visualization	Jul 10-21	Mombasa
	Data Management, Manipulation & Analysis using Excel	Jul 17-28	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Jul 17-28	Mombasa
	Microsoft Excel Advanced Skills	Jul 3-14	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Jul 10-21	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jul 17-28	Dubai
	Effective Modern Security Management and Operations	Jul 17-28	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Jul 3-14	Mombasa
	Access Control and Physical Security Management	Jul 10-21	Nakuru
	Security Incident Management and Investigations	Jul 17-28	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Jul 17-28	Naivasha
	Transported Assets Security Management	Jul 3-14	Istanbul
	Multidimensional Security Management Training	Jul 10-21	Kampala
	Supply Chain Security and Risk Management	Jul 17-28	Mombasa
	Transported Assets Protections Standardization	Jul 17-28	Istanbul
	Crisis Management and Emergency Response Measures	Jul 3-14	Arusha
	Crisis Management and Contingency Plan	Jul 10-21	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Jul 17-28	Mombasa
	Strategic Facility Management Analytics	Jul 17-28	Dubai
	Road Assets Management	Jul 3-14	Mombasa
	Advanced Facilities Management	Jul 10-21	Dubai
	Maintenance Management Best Practices	Jul 17-28	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Jul 17-28	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Jul 3-14	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Aug 1-11	Mombasa
	Customer Service Excellence	Aug 7-18	Dar es Salaam
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Aug 14-25	Mombasa
	Professional Switchboard, Receptionists and Telephone Skills	Aug 21-31	Dubai
	Public Relations and Customer Service Skills Program	Aug 1-11	Mombasa
	Front Office Operations and Management	Aug 7-18	Dubai
	Call and Contact Centers Operations Management	Aug 14-25	Dar es Salaam
Office Administration	The Senior Secretary Development Program	Aug 21-31	Istanbul
	Administrative Excellence for Secretaries and Administrators	Aug 1-11	Kampala
	Advanced Office Management and Effective Administration Skills	Aug 7-18	Mombasa
	Essential Management Skills for Administrators	Aug 14-25	Istanbul
	Information and Documentation Compliance	Aug 21-31	Arusha
	Finance and Accounting for Office Administrators	Aug 1-11	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Aug 7-18	Mombasa
	The EA/PA & Office Manager Masterclass	Aug 14-25	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Aug 21-31	Mombasa
	Effective Report Writing and Minute Taking	Aug 1-11	Dubai
	Protocol and Event Management	Aug 7-18	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Aug 14-25	Dubai
	Governance and Board Management Skills for EAs & PAs	Aug 21-31	Mombasa
	Office Management and Effective Administration Skills	Aug 1-11	Nakuru
	Executive Secretary Skills	Aug 7-18	Mombasa
	Executive Administration Skills for PAs and Secretaries	Aug 14-25	Dar es Salaam
	Leadership for Administrative Professionals	Aug 21-31	Mombasa
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Aug 1-11	Dubai	
Masterclass for Executive Secretaries and PA'S	Aug 7-18	Mombasa	
Administrative Operations and Coordination	Aug 14-25	Dubai	
Office Support Assistants	Office Operations for Support Staff	Aug 21-31	Mombasa
	Office Management Skills for Support Staff	Aug 1-11	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Aug 7-18	Mombasa
	Executive Driver Training Program	Aug 14-25	Mombasa
	Road Safety and Traffic Management	Aug 21-31	Mombasa
	Fleet Safety Management	Aug 1-11	Nakuru
	Managing Corporate Transport Function	Aug 7-18	Mombasa
	Workplace Etiquette for Drivers & Messenger	Aug 14-25	Mombasa
	Corporate Messengers and Drivers	Aug 21-31	Mombasa
	Defensive and Professional Driving Skills	Aug 1-11	Nakuru
Corporate Governance	Future Ready Boards; ESG	Aug 7-18	Dubai
	Future Readiness Strategy	Aug 14-25	Mombasa
	Corporate Governance and Board Leadership	Aug 21-31	Dubai
	Corporate Governance and Board Competence Program	Aug 1-11	Dubai
	Public Policy, Governance, and Administration	Aug 7-18	Mombasa
	Corporate Governance in The Public Service	Aug 14-25	Dubai
Management and Leadership	Executive Development Program for County Government	Aug 21-31	Dubai
	Executive Management and Leadership Development Program	Aug 1-11	Mombasa
	Leadership and Management Development	Aug 7-18	Arusha
	Advanced Management	Aug 14-25	Dar es salaam
	Strategic Management Executive Program	Aug 21-31	Mombasa
	Political/Administrative Alignment in the Public Sector	Aug 1-11	Dubai
	Future Readiness Strategy	Aug 7-18	Mombasa
Effective Supervisory Management	Aug 14-25	Dar es Salaam	

	Advanced Public Speaking & Presentation skills	Aug 21-31	Mombasa
	Stakeholder Engagement and Management	Aug 1-11	Dubai
	Stakeholder Management for Boards	Aug 7-18	Mombasa
	Enhancing Leadership and Supervisory Management Skills	Aug 14-25	Dubai
	Governance and Ethics for Public Sector Officers,	Aug 21-31	Dar es Salaam
	Writing and Delivering Speeches and Presentations with Impact	Aug 1-11	Mombasa
	Digital Transformation for Boards	Aug 7-18	Dubai
Finance and Budgeting	Budgeting, Planning & Management Reporting	Aug 14-25	Mombasa
	Public Financial Management for Public Sector Managers	Aug 21-31	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Aug 1-11	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Aug 7-18	Arusha
	Pension Management and Administration	Aug 14-25	Dar es salaam
	Finance for Senior Executives	Aug 21-31	Dubai
	Payroll; Preparation, Analysis and Management	Aug 1-11	Mombasa
	Strategic Finance	Aug 7-18	Dar es Salaam
Finance for Boards	Aug 14-25	Mombasa	
Project Management	Leading International Projects	Aug 1-11	Mombasa
	International Project Management	Aug 7-18	Nakuru
	Effective Project Management and Coordination	Aug 14-25	Kisumu
	Protocol, Public Relations, and Events Management	Aug 21-31	Naivasha
PPP and Project Finance	Negotiating and Managing PPP's	Aug 1-11	Istanbul
	Project Finance	Aug 7-18	Kampala
	International PPP Infrastructure Projects Management	Aug 14-25	Mombasa
	Project Performance Measurement and Management	Aug 21-31	Istanbul
	Strategic Project Management in "Disruption" Age	Aug 1-11	Dar es Salaam
Strategic Communications	Reinventing Strategic Communications	Aug 7-18	Mombasa
	Government Communications and Public Relations	Aug 14-25	Dubai
	Reinventing Presidential Strategic Communications	Aug 21-31	Mombasa
Retirement	Retirement Planning Workshop	Aug 1-11	Dubai
	Pensions Management and Administration	Aug 7-18	Dar es Salaam
Purchasing, Logistics & Supply Chain Management	Quality Logistics and Transport Management	Aug 14-25	Dubai
	Advanced Logistics and Quality Control	Aug 21-31	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Aug 1-11	Dubai
	Sustainable Supply Chain Management	Aug 7-18	Mombasa
	Contracts Negotiations and Management	Aug 14-25	Dar es Salaam
	Warehouse Operations and Inventory Management	Aug 21-31	Mombasa
	Strategic Purchasing and Supply Management	Aug 1-11	Dubai
	Effective Purchasing and Contract Negotiation Strategies	Aug 7-18	Mombasa
	Purchasing, Procurement & Inventory Management	Aug 14-25	Dubai
	Supply Chain Best Practices; Concepts, Application and Risk Management	Aug 21-31	Dar es Salaam
Environment and Sustainability	Climate Change Adaptation for Business; Net Zero Emissions	Aug 1-11	Mombasa
	Green Finance	Aug 7-18	Nakuru
	Sustainable Business Management	Aug 14-25	Mombasa
Human Resource	International Human Resource Management	Aug 21-31	Mombasa
	Executive SOP Induction Training	Aug 1-11	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Aug 7-18	Nakuru
	People Management for Public Sector Managers	Aug 14-25	Mombasa
	HR Processes, Culture & Change Management Program	Aug 21-31	Mombasa
	Workplace Counseling, Coaching and Mentorship	Aug 1-11	Mombasa
	Corporate Performance Management	Aug 7-18	Nakuru
Strategy and Strategic Planning	Aug 14-25	Dubai	

IT and Cyber Security	Data and Information Management	Aug 21-31	Mombasa
	Records Management and Archiving	Aug 1-11	Dubai
	Electronic Records Management	Aug 7-18	Dubai
	Information Security Management	Aug 14-25	Mombasa
	Cybersecurity for Business and Risk Management	Aug 21-31	Dubai
	Data Security and Information Controls	Aug 1-11	Dubai
	Data Security and Information Assurance	Aug 7-18	Mombasa
	Computer Security and Systems Management	Aug 14-25	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Aug 21-31	Dar es salaam
	Cyber Security Risk and Strategy	Aug 1-11	Dar es Salaam
Sales & Marketing	Strategic Brand Development and Management	Aug 7-18	Mombasa
	Market Leadership & Marketing Strategies	Aug 14-25	Dubai
	Creative Marketing and CRM Innovation	Aug 21-31	Mombasa
	Customer Focused Marketing	Aug 1-11	Dubai
	Marketing Management	Aug 7-18	Dar es Salaam
	Market Leadership & Marketing Strategies	Aug 14-25	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Aug 21-31	Dubai
Data Management and Analytics	Data Analytics for Managerial Decision Making	Aug 1-11	Dar es salaam
	Data Visualization	Aug 7-18	Mombasa
	Data Management, Manipulation & Analysis using Excel	Aug 14-25	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Aug 21-31	Mombasa
Safety and Security Management	Microsoft Excel Advanced Skills	Aug 1-11	Arusha
	Security Leadership Essentials for Managers	Aug 7-18	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Aug 14-25	Dubai
	Effective Modern Security Management and Operations	Aug 21-31	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Aug 1-11	Mombasa
	Access Control and Physical Security Management	Aug 7-18	Nakuru
	Security Incident Management and Investigations	Aug 14-25	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Aug 21-31	Naivasha
	Transported Assets Security Management	Aug 1-11	Istanbul
	Multidimensional Security Management Training	Aug 7-18	Kampala
	Supply Chain Security and Risk Management	Aug 14-25	Mombasa
	Transported Assets Protections Standardization	Aug 21-31	Istanbul
	Crisis Management and Emergency Response Measures	Aug 1-11	Arusha
	Crisis Management and Contingency Plan	Aug 7-18	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Aug 14-25	Mombasa
	Strategic Facility Management Analytics	Aug 21-31	Dubai
	Road Assets Management	Aug 1-11	Dar es Salaam
	Advanced Facilities Management	Aug 7-18	Mombasa
	Maintenance Management Best Practices	Aug 14-25	Dubai
	Maintenance, Reliability and Asset Management Technology Best Practices	Aug 21-31	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Aug 1-11	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Sep 4-15	Dar es Salaam
	Customer Service Excellence	Sep 4-15	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Sep 11-22	Dubai
	Professional Switchboard, Receptionists and Telephone Skills	Sep 11-22	Mombasa
	Public Relations and Customer Service Skills Program	Sep 18-29	Dubai
	Front Office Operations and Management	Sep 18-29	Dar es Salaam
	Call and Contact Centers Operations Management	Sep 4-15	Mombasa
Office Administration	The Senior Secretary Development Program	Sep 4-15	Istanbul
	Administrative Excellence for Secretaries and Administrators	Sep 11-22	Kampala
	Advanced Office Management and Effective Administration Skills	Sep 11-22	Mombasa
	Essential Management Skills for Administrators	Sep 18-29	Istanbul
	Information and Documentation Compliance	Sep 18-29	Arusha
	Finance and Accounting for Office Administrators	Sep 4-15	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Sep 4-15	Mombasa
	The EA/PA & Office Manager Masterclass	Sep 11-22	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Sep 11-22	Mombasa
	Effective Report Writing and Minute Taking	Sep 18-29	Dubai
	Protocol and Event Management	Sep 18-29	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Sep 4-15	Dubai
	Governance and Board Management Skills for EAs & PAs	Sep 4-15	Mombasa
	Office Management and Effective Administration Skills	Sep 11-22	Nakuru
	Executive Secretary Skills	Sep 11-22	Dar es Salaam
	Executive Administration Skills for PAs and Secretaries	Sep 18-29	Mombasa
	Leadership for Administrative Professionals	Sep 18-29	Dubai
	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Sep 4-15	Mombasa
Masterclass for Executive Secretaries and PA'S	Sep 4-15	Dubai	
Administrative Operations and Coordination	Sep 11-22	Dar es Salaam	
Office Support Assistants	Office Operations for Support Staff	Sep 11-22	Mombasa
	Office Management Skills for Support Staff	Sep 18-29	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Sep 18-29	Mombasa
	Executive Driver Training Program	Sep 4-15	Mombasa
	Road Safety and Traffic Management	Sep 4-15	Mombasa
	Fleet Safety Management	Sep 11-22	Nakuru
	Managing Corporate Transport Function	Sep 11-22	Mombasa
	Workplace Etiquette for Drivers & Messenger	Sep 18-29	Mombasa
	Corporate Messengers and Drivers	Sep 18-29	Mombasa
	Defensive and Professional Driving Skills	Sep 4-15	Nakuru
Corporate Governance	Future Ready Boards; ESG	Sep 4-15	Dubai
	Future Readiness Strategy	Sep 11-22	Mombasa
	Corporate Governance and Board Leadership	Sep 11-22	Dubai
	Corporate Governance and Board Competence Program	Sep 18-29	Dubai
	Public Policy, Governance, and Administration	Sep 18-29	Mombasa
	Corporate Governance in The Public Service	Sep 4-15	Dubai
	Executive Development Program for County Government	Sep 4-15	Dubai
Executive Management and Leadership Development Program	Sep 11-22	Mombasa	
Management and Leadership	Leadership and Management Development	Sep 11-22	Arusha
	Advanced Management	Sep 18-29	Dar es salaam
	Strategic Management Executive Program	Sep 18-29	Mombasa
	Political/Administrative Alignment in the Public Sector	Sep 4-15	Dubai
	Future Readiness Strategy	Sep 4-15	Dar es Salaam
Effective Supervisory Management	Sep 11-22	Mombasa	

	Advanced Public Speaking & Presentation skills	Sep 11-22	Dubai
	Stakeholder Engagement and Management	Sep 18-29	Mombasa
	Stakeholder Management for Boards	Sep 18-29	Dubai
	Enhancing Leadership and Supervisory Management Skills	Sep 4-15	Dar es Salaam
	Governance and Ethics for Public Sector Officers,	Sep 4-15	Mombasa
	Writing and Delivering Speeches and Presentations with Impact	Sep 11-22	Dubai
	Digital Transformation for Boards	Sep 11-22	Mombasa
Finance and Budgeting	Budgeting, Planning & Management Reporting	Sep 18-29	Mombasa
	Public Financial Management for Public Sector Managers	Sep 18-29	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Sep 4-15	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Sep 4-15	Arusha
	Pension Management and Administration	Sep 11-22	Dar es salaam
	Finance for Senior Executives	Sep 11-22	Dubai
	Payroll; Preparation, Analysis and Management	Sep 18-29	Dar es Salaam
	Strategic Finance	Sep 18-29	Mombasa
Project Management	Finance for Boards	Sep 4-15	Dubai
	Leading International Projects	Sep 11-22	Mombasa
	International Project Management	Sep 11-22	Nakuru
	Effective Project Management and Coordination	Sep 18-29	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Sep 18-29	Naivasha
	Negotiating and Managing PPP's	Sep 4-15	Istanbul
	Project Finance	Sep 4-15	Kampala
	International PPP Infrastructure Projects Management	Sep 11-22	Mombasa
	Project Performance Measurement and Management	Sep 11-22	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Sep 18-29	Dar es Salaam
	Reinventing Strategic Communications	Sep 18-29	Mombasa
	Government Communications and Public Relations	Sep 4-15	Dubai
Retirement	Reinventing Presidential Strategic Communications	Sep 4-15	Mombasa
	Retirement Planning Workshop	Sep 11-22	Dubai
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Sep 11-22	Dar es Salaam
	Quality Logistics and Transport Management	Sep 18-29	Dubai
	Advanced Logistics and Quality Control	Sep 18-29	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Sep 4-15	Dubai
	Sustainable Supply Chain Management	Sep 4-15	Mombasa
	Contracts Negotiations and Management	Sep 11-22	Dar es Salaam
	Warehouse Operations and Inventory Management	Sep 11-22	Mombasa
	Strategic Purchasing and Supply Management	Sep 18-29	Dubai
	Effective Purchasing and Contract Negotiation Strategies	Sep 18-29	Mombasa
	Purchasing, Procurement & Inventory Management	Sep 4-15	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Sep 4-15	Dar es Salaam
	Climate Change Adaptation for Business; Net Zero Emissions	Sep 11-22	Mombasa
	Green Finance	Sep 11-22	Nakuru
Human Resource	Sustainable Business Management	Sep 18-29	Mombasa
	International Human Resource Management	Sep 18-29	Mombasa
	Executive SOP Induction Training	Sep 4-15	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Sep 4-15	Nakuru
	People Management for Public Sector Managers	Sep 11-22	Mombasa
	HR Processes, Culture & Change Management Program	Sep 11-22	Mombasa
	Workplace Counseling, Coaching and Mentorship	Sep 18-29	Mombasa
Corporate Performance Management	Sep 18-29	Nakuru	
Strategy and Strategic Planning	Sep 4-15	Dubai	

IT and Cyber Security	Data and Information Management	Sep 4-15	Mombasa
	Records Management and Archiving	Sep 11-22	Dubai
	Electronic Records Management	Sep 11-22	Dubai
	Information Security Management	Sep 18-29	Mombasa
	Cybersecurity for Business and Risk Management	Sep 18-29	Dubai
	Data Security and Information Controls	Sep 4-15	Dubai
	Data Security and Information Assurance	Sep 4-15	Mombasa
	Computer Security and Systems Management	Sep 11-22	Dar es Salaam
	Cybersecurity Investigations and Electronic Evidence Management	Sep 11-22	Mombasa
	Cyber Security Risk and Strategy	Sep 18-29	Dubai
Sales & Marketing	Strategic Brand Development and Management	Sep 18-29	Mombasa
	Market Leadership & Marketing Strategies	Sep 4-15	Dubai
	Creative Marketing and CRM Innovation	Sep 4-15	Mombasa
	Customer Focused Marketing	Sep 11-22	Dar es Salaam
	Marketing Management	Sep 11-22	Mombasa
	Market Leadership & Marketing Strategies	Sep 18-29	Dubai
	Mastering Sales & Marketing in the Age of New Social Media	Sep 18-29	Mombasa
Data Management and Analytics	Data Analytics for Managerial Decision Making	Sep 4-15	Dar es salaam
	Data Visualization	Sep 4-15	Mombasa
	Data Management, Manipulation & Analysis using Excel	Sep 11-22	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Sep 11-22	Mombasa
	Microsoft Excel Advanced Skills	Sep 18-29	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Sep 18-29	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Sep 4-15	Dubai
	Effective Modern Security Management and Operations	Sep 4-15	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Sep 11-22	Mombasa
	Access Control and Physical Security Management	Sep 11-22	Nakuru
	Security Incident Management and Investigations	Sep 18-29	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Sep 18-29	Naivasha
	Transported Assets Security Management	Sep 4-15	Istanbul
	Multidimensional Security Management Training	Sep 4-15	Kampala
	Supply Chain Security and Risk Management	Sep 11-22	Mombasa
	Transported Assets Protections Standardization	Sep 11-22	Istanbul
	Crisis Management and Emergency Response Measures	Sep 18-29	Arusha
	Crisis Management and Contingency Plan	Sep 18-29	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Sep 4-15	Mombasa
	Strategic Facility Management Analytics	Sep 4-15	Dubai
	Road Assets Management	Sep 11-22	Dar es Salaam
	Advanced Facilities Management	Sep 11-22	Mombasa
	Maintenance Management Best Practices	Sep 18-29	Dubai
	Maintenance, Reliability and Asset Management Technology Best Practices	Sep 18-29	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Sep 4-15	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Oct 2-13	Dar es Salaam
	Customer Service Excellence	Oct 2-13	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Oct 9-20	Dubai
	Professional Switchboard, Receptionists and Telephone Skills	Oct 9-20	Mombasa
	Public Relations and Customer Service Skills Program	Oct 16-27	Dubai
	Front Office Operations and Management	Oct 16-27	Dar es Salaam
	Call and Contact Centers Operations Management	Oct 2-13	Mombasa
Office Administration	The Senior Secretary Development Program	Oct 2-13	Dubai
	Administrative Excellence for Secretaries and Administrators	Oct 9-20	Kampala
	Advanced Office Management and Effective Administration Skills	Oct 9-20	Mombasa
	Essential Management Skills for Administrators	Oct 16-27	Istanbul
	Information and Documentation Compliance	Oct 16-27	Arusha
	Finance and Accounting for Office Administrators	Oct 2-13	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Oct 2-13	Mombasa
	The EA/PA & Office Manager Masterclass	Oct 9-20	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Oct 9-20	Mombasa
	Effective Report Writing and Minute Taking	Oct 16-27	Dubai
	Protocol and Event Management	Oct 16-27	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Oct 2-13	Dubai
	Governance and Board Management Skills for EAs & PAs	Oct 2-13	Mombasa
	Office Management and Effective Administration Skills	Oct 9-20	Nakuru
	Executive Secretary Skills	Oct 9-20	Mombasa
	Executive Administration Skills for PAs and Secretaries	Oct 16-27	Dar es Salaam
	Leadership for Administrative Professionals	Oct 16-27	Mombasa
	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Oct 2-13	Dubai
Masterclass for Executive Secretaries and PA'S	Oct 2-13	Mombasa	
Administrative Operations and Coordination	Oct 9-20	Dubai	
Office Support Assistants	Office Operations for Support Staff	Oct 9-20	Mombasa
	Office Management Skills for Support Staff	Oct 16-27	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Oct 16-27	Mombasa
	Executive Driver Training Program	Oct 2-13	Mombasa
	Road Safety and Traffic Management	Oct 2-13	Mombasa
	Fleet Safety Management	Oct 9-20	Nakuru
Corporate Governance	Managing Corporate Transport Function	Oct 9-20	Mombasa
	Workplace Etiquette for Drivers & Messenger	Oct 16-27	Mombasa
	Corporate Messengers and Drivers	Oct 16-27	Mombasa
	Defensive and Professional Driving Skills	Oct 2-13	Nakuru
	Future Ready Boards; ESG	Oct 2-13	Dubai
	Future Readiness Strategy	Oct 9-20	Mombasa
	Corporate Governance and Board Leadership	Oct 9-20	Dubai
	Corporate Governance and Board Competence Program	Oct 16-27	Dubai
	Public Policy, Governance, and Administration	Oct 16-27	Mombasa
	Corporate Governance in The Public Service	Oct 2-13	Dubai
Executive Development Program for County Government	Oct 2-13	Dubai	
Management and Leadership	Executive Management and Leadership Development Program	Oct 9-20	Mombasa
	Leadership and Management Development	Oct 9-20	Arusha
	Advanced Management	Oct 16-27	Dar es salaam
	Strategic Management Executive Program	Oct 16-27	Mombasa
	Political/Administrative Alignment in the Public Sector	Oct 2-13	Dubai
	Future Readiness Strategy	Oct 2-13	Dar es Salaam
	Effective Supervisory Management	Oct 9-20	Mombasa

	Advanced Public Speaking & Presentation skills	Oct 9-20	Dubai
	Stakeholder Engagement and Management	Oct 16-27	Mombasa
	Stakeholder Management for Boards	Oct 16-27	Dubai
	Enhancing Leadership and Supervisory Management Skills	Oct 2-13	Dar es Salaam
	Governance and Ethics for Public Sector Officers,	Oct 2-13	Mombasa
	Writing and Delivering Speeches and Presentations with Impact	Oct 9-20	Dubai
	Digital Transformation for Boards	Oct 9-20	Mombasa
Finance and Budgeting	Budgeting, Planning & Management Reporting	Oct 16-27	Mombasa
	Public Financial Management for Public Sector Managers	Oct 16-27	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Oct 2-13	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Oct 2-13	Arusha
	Pension Management and Administration	Oct 9-20	Dar es salaam
	Finance for Senior Executives	Oct 9-20	Dubai
	Payroll; Preparation, Analysis and Management	Oct 16-27	Mombasa
	Strategic Finance	Oct 16-27	Dar es Salaam
Project Management	Finance for Boards	Oct 2-13	Mombasa
	Leading International Projects	Oct 9-20	Mombasa
	International Project Management	Oct 9-20	Nakuru
	Effective Project Management and Coordination	Oct 16-27	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Oct 16-27	Naivasha
	Negotiating and Managing PPP's	Oct 2-13	Istanbul
	Project Finance	Oct 2-13	Kampala
	International PPP Infrastructure Projects Management	Oct 9-20	Mombasa
	Project Performance Measurement and Management	Oct 9-20	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Oct 16-27	Arusha
	Reinventing Strategic Communications	Oct 16-27	Dar es Salaam
	Government Communications and Public Relations	Oct 2-13	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Oct 2-13	Dubai
	Retirement Planning Workshop	Oct 9-20	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Oct 9-20	Dubai
	Quality Logistics and Transport Management	Oct 16-27	Dubai
	Advanced Logistics and Quality Control	Oct 16-27	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Oct 2-13	Dubai
	Sustainable Supply Chain Management	Oct 2-13	Mombasa
	Contracts Negotiations and Management	Oct 9-20	Dar es Salaam
	Warehouse Operations and Inventory Management	Oct 9-20	Mombasa
	Strategic Purchasing and Supply Management	Oct 16-27	Dubai
	Effective Purchasing and Contract Negotiation Strategies	Oct 16-27	Mombasa
	Purchasing, Procurement & Inventory Management	Oct 2-13	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Oct 2-13	Dar es Salaam
	Climate Change Adaptation for Business; Net Zero Emissions	Oct 9-20	Mombasa
	Green Finance	Oct 9-20	Nakuru
Human Resource	Sustainable Business Management	Oct 16-27	Mombasa
	International Human Resource Management	Oct 16-27	Mombasa
	Executive SOP Induction Training	Oct 2-13	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Oct 2-13	Nakuru
	People Management for Public Sector Managers	Oct 9-20	Mombasa
	HR Processes, Culture & Change Management Program	Oct 9-20	Mombasa
	Workplace Counseling, Coaching and Mentorship	Oct 16-27	Mombasa
Corporate Performance Management	Oct 16-27	Nakuru	
Strategy and Strategic Planning	Oct 2-13	Dubai	

IT and Cyber Security	Data and Information Management	Oct 2-13	Mombasa
	Records Management and Archiving	Oct 9-20	Dubai
	Electronic Records Management	Oct 9-20	Dubai
	Information Security Management	Oct 16-27	Mombasa
	Cybersecurity for Business and Risk Management	Oct 16-27	Dubai
	Data Security and Information Controls	Oct 2-13	Dubai
	Data Security and Information Assurance	Oct 2-13	Dar es Salaam
	Computer Security and Systems Management	Oct 9-20	Mombasa
	Cybersecurity Investigations and Electronic Evidence Management	Oct 9-20	Dubai
	Cyber Security Risk and Strategy	Oct 16-27	Mombasa
Sales & Marketing	Strategic Brand Development and Management	Oct 16-27	Mombasa
	Market Leadership & Marketing Strategies	Oct 2-13	Dubai
	Creative Marketing and CRM Innovation	Oct 2-13	Dar es Salaam
	Customer Focused Marketing	Oct 9-20	Mombasa
	Marketing Management	Oct 9-20	Dubai
	Market Leadership & Marketing Strategies	Oct 16-27	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Oct 16-27	Dubai
Data Management and Analytics	Data Analytics for Managerial Decision Making	Oct 2-13	Dar es salaam
	Data Visualization	Oct 2-13	Mombasa
	Data Management, Manipulation & Analysis using Excel	Oct 9-20	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Oct 9-20	Mombasa
	Microsoft Excel Advanced Skills	Oct 16-27	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Oct 16-27	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Oct 2-13	Dubai
	Effective Modern Security Management and Operations	Oct 2-13	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Oct 9-20	Mombasa
	Access Control and Physical Security Management	Oct 9-20	Nakuru
	Security Incident Management and Investigations	Oct 16-27	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Oct 16-27	Naivasha
	Transported Assets Security Management	Oct 2-13	Istanbul
	Multidimensional Security Management Training	Oct 2-13	Kampala
	Supply Chain Security and Risk Management	Oct 9-20	Mombasa
	Transported Assets Protections Standardization	Oct 9-20	Istanbul
	Crisis Management and Emergency Response Measures	Oct 16-27	Arusha
	Crisis Management and Contingency Plan	Oct 16-27	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Oct 2-13	Mombasa
	Strategic Facility Management Analytics	Oct 2-13	Dubai
	Road Assets Management	Oct 9-20	Mombasa
	Advanced Facilities Management	Oct 9-20	Dar es Salaam
	Maintenance Management Best Practices	Oct 16-27	Mombasa
	Maintenance, Reliability and Asset Management Technology Best Practices	Oct 16-27	Dubai
	Assets Risk, Reliability and Safety Management Techniques	Oct 2-13	Mombasa

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Nov 6-17	Dar es Salaam
	Customer Service Excellence	Nov 6-17	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Nov 13-24	Dubai
	Professional Switchboard, Receptionists and Telephone Skills	Nov 13-24	Mombasa
	Public Relations and Customer Service Skills Program	Nov 20-30	Dubai
	Front Office Operations and Management	Nov 20-30	Dar es Salaam
	Call and Contact Centers Operations Management	Nov 6-17	Mombasa
Office Administration	The Senior Secretary Development Program	Nov 6-17	Istanbul
	Administrative Excellence for Secretaries and Administrators	Nov 13-24	Kampala
	Advanced Office Management and Effective Administration Skills	Nov 13-24	Mombasa
	Essential Management Skills for Administrators	Nov 20-30	Istanbul
	Information and Documentation Compliance	Nov 20-30	Arusha
	Finance and Accounting for Office Administrators	Nov 6-17	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Nov 6-17	Mombasa
	The EA/PA & Office Manager Masterclass	Nov 13-24	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Nov 13-24	Mombasa
	Effective Report Writing and Minute Taking	Nov 20-30	Dubai
	Protocol and Event Management	Nov 20-30	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Nov 6-17	Dubai
	Governance and Board Management Skills for EAs & PAs	Nov 6-17	Mombasa
	Office Management and Effective Administration Skills	Nov 13-24	Nakuru
	Executive Secretary Skills	Nov 13-24	Mombasa
	Executive Administration Skills for PAs and Secretaries	Nov 20-30	Dar es Salaam
	Leadership for Administrative Professionals	Nov 20-30	Mombasa
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Nov 6-17	Dubai	
Masterclass for Executive Secretaries and PA'S	Nov 6-17	Mombasa	
Administrative Operations and Coordination	Nov 13-24	Dubai	
Office Support Assistants	Office Operations for Support Staff	Nov 13-24	Mombasa
	Office Management Skills for Support Staff	Nov 20-30	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Nov 20-30	Mombasa
	Executive Driver Training Program	Nov 6-17	Mombasa
	Road Safety and Traffic Management	Nov 6-17	Mombasa
	Fleet Safety Management	Nov 13-24	Nakuru
	Managing Corporate Transport Function	Nov 13-24	Mombasa
	Workplace Etiquette for Drivers & Messenger	Nov 20-30	Mombasa
	Corporate Messengers and Drivers	Nov 20-30	Mombasa
	Defensive and Professional Driving Skills	Nov 6-17	Nakuru
Corporate Governance	Future Ready Boards; ESG	Nov 6-17	Dubai
	Future Readiness Strategy	Nov 13-24	Mombasa
	Corporate Governance and Board Leadership	Nov 13-24	Dubai
	Corporate Governance and Board Competence Program	Nov 20-30	Dubai
	Public Policy, Governance, and Administration	Nov 20-30	Mombasa
	Corporate Governance in The Public Service	Nov 6-17	Dubai
	Executive Development Program for County Government	Nov 6-17	Dubai
Management and Leadership	Executive Management and Leadership Development Program	Nov 13-24	Mombasa
	Leadership and Management Development	Nov 13-24	Arusha
	Advanced Management	Nov 20-30	Dar es salaam
	Strategic Management Executive Program	Nov 20-30	Mombasa
	Political/Administrative Alignment in the Public Sector	Nov 6-17	Dubai
	Future Readiness Strategy	Nov 6-17	Dar es Salaam
	Effective Supervisory Management	Nov 13-24	Mombasa

	Advanced Public Speaking & Presentation skills	Nov 13-24	Dubai
	Stakeholder Engagement and Management	Nov 20-30	Mombasa
	Stakeholder Management for Boards	Nov 20-30	Dubai
	Enhancing Leadership and Supervisory Management Skills	Nov 6-17	Dar es Salaam
	Governance and Ethics for Public Sector Officers,	Nov 6-17	Mombasa
	Writing and Delivering Speeches and Presentations with Impact	Nov 13-24	Dubai
	Digital Transformation for Boards	Nov 13-24	Mombasa
Finance and Budgeting	Budgeting, Planning & Management Reporting	Nov 20-30	Mombasa
	Public Financial Management for Public Sector Managers	Nov 20-30	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Nov 6-17	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Nov 6-17	Arusha
	Pension Management and Administration	Nov 13-24	Dar es Salaam
	Finance for Senior Executives	Nov 13-24	Mombasa
	Payroll; Preparation, Analysis and Management	Nov 20-30	Dubai
	Strategic Finance	Nov 20-30	Mombasa
Project Management	Finance for Boards	Nov 6-17	Dubai
	Leading International Projects	Nov 13-24	Mombasa
	International Project Management	Nov 13-24	Nakuru
	Effective Project Management and Coordination	Nov 20-30	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Nov 20-30	Naivasha
	Negotiating and Managing PPP's	Nov 6-17	Istanbul
	Project Finance	Nov 6-17	Kampala
	International PPP Infrastructure Projects Management	Nov 13-24	Mombasa
	Project Performance Measurement and Management	Nov 13-24	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Nov 20-30	Arusha
	Reinventing Strategic Communications	Nov 20-30	Dar es Salaam
	Government Communications and Public Relations	Nov 6-17	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Nov 6-17	Dubai
	Retirement Planning Workshop	Nov 13-24	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Nov 13-24	Dubai
	Quality Logistics and Transport Management	Nov 20-30	Dubai
	Advanced Logistics and Quality Control	Nov 20-30	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Nov 6-17	Dubai
	Sustainable Supply Chain Management	Nov 6-17	Mombasa
	Contracts Negotiations and Management	Nov 13-24	Nakuru
	Warehouse Operations and Inventory Management	Nov 13-24	Dar es Salaam
	Strategic Purchasing and Supply Management	Nov 20-30	Mombasa
	Effective Purchasing and Contract Negotiation Strategies	Nov 20-30	Dubai
	Purchasing, Procurement & Inventory Management	Nov 6-17	Mombasa
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Nov 6-17	Dubai
	Climate Change Adaptation for Business; Net Zero Emissions	Nov 13-24	Mombasa
	Green Finance	Nov 13-24	Nakuru
Human Resource	Sustainable Business Management	Nov 20-30	Mombasa
	International Human Resource Management	Nov 20-30	Mombasa
	Executive SOP Induction Training	Nov 6-17	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Nov 6-17	Nakuru
	People Management for Public Sector Managers	Nov 13-24	Mombasa
	HR Processes, Culture & Change Management Program	Nov 13-24	Mombasa
	Workplace Counseling, Coaching and Mentorship	Nov 20-30	Mombasa
	Corporate Performance Management	Nov 20-30	Nakuru
IT and Cyber Security	Strategy and Strategic Planning	Nov 6-17	Dubai
	Data and Information Management	Nov 6-17	Mombasa
	Records Management and Archiving	Nov 13-24	Dubai
	Electronic Records Management	Nov 13-24	Dubai
	Information Security Management	Nov 20-30	Mombasa

	Cybersecurity for Business and Risk Management	Nov 20-30	Dubai
	Data Security and Information Controls	Nov 6-17	Dubai
	Data Security and Information Assurance	Nov 6-17	Mombasa
	Computer Security and Systems Management	Nov 13-24	Dar es Salaam
	Cybersecurity Investigations and Electronic Evidence Management	Nov 13-24	Mombasa
	Cyber Security Risk and Strategy	Nov 20-30	Dubai
Sales & Marketing	Strategic Brand Development and Management	Nov 20-30	Mombasa
	Market Leadership & Marketing Strategies	Nov 6-17	Dubai
	Creative Marketing and CRM Innovation	Nov 6-17	Dar es Salaam
	Customer Focused Marketing	Nov 13-24	Mombasa
	Marketing Management	Nov 13-24	Dubai
	Market Leadership & Marketing Strategies	Nov 20-30	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Nov 20-30	Dubai
Data Management and Analytics	Data Analytics for Managerial Decision Making	Nov 6-17	Dar es salaam
	Data Visualization	Nov 6-17	Mombasa
	Data Management, Manipulation & Analysis using Excel	Nov 13-24	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Nov 13-24	Mombasa
	Microsoft Excel Advanced Skills	Nov 20-30	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Nov 20-30	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Nov 6-17	Dubai
	Effective Modern Security Management and Operations	Nov 6-17	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Nov 13-24	Mombasa
	Access Control and Physical Security Management	Nov 13-24	Nakuru
	Security Incident Management and Investigations	Nov 20-30	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Nov 20-30	Naivasha
	Transported Assets Security Management	Nov 6-17	Istanbul
	Multidimensional Security Management Training	Nov 6-17	Kampala
	Supply Chain Security and Risk Management	Nov 13-24	Mombasa
	Transported Assets Protections Standardization	Nov 13-24	Istanbul
	Crisis Management and Emergency Response Measures	Nov 20-30	Arusha
	Crisis Management and Contingency Plan	Nov 20-30	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Nov 6-17	Mombasa
	Strategic Facility Management Analytics	Nov 6-17	Dubai
	Road Assets Management	Nov 13-24	Mombasa
	Advanced Facilities Management	Nov 13-24	Dubai
	Maintenance Management Best Practices	Nov 20-30	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Nov 20-30	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Nov 6-17	Dubai

Category	Subject	Dates	Venue
Customer Service	Customer Experience Excellence	Dec 4-15	Dar es Salaam
	Customer Service Excellence	Dec 11-18	Mombasa
	Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond	Dec 4-15	Dubai
	Professional Switchboard, Receptionists and Telephone Skills	Dec 11-18	Mombasa
	Public Relations and Customer Service Skills Program	Dec 4-15	Dubai
	Front Office Operations and Management	Dec 11-18	Dar es Salaam
	Call and Contact Centers Operations Management	Dec 4-15	Mombasa
Office Administration	The Senior Secretary Development Program	Dec 11-18	Istanbul
	Administrative Excellence for Secretaries and Administrators	Dec 4-15	Kampala
	Advanced Office Management and Effective Administration Skills	Dec 11-18	Mombasa
	Essential Management Skills for Administrators	Dec 4-15	Istanbul
	Information and Documentation Compliance	Dec 11-18	Arusha
	Finance and Accounting for Office Administrators	Dec 4-15	Dar es Salaam
	The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs	Dec 11-18	Mombasa
	The EA/PA & Office Manager Masterclass	Dec 4-15	Nakuru
	MS Office Advanced Efficiency Training for Administration Officers	Dec 11-18	Mombasa
	Effective Report Writing and Minute Taking	Dec 4-15	Dubai
	Protocol and Event Management	Dec 11-18	Mombasa
	Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	Dec 4-15	Dubai
	Governance and Board Management Skills for EAs & PAs	Dec 11-18	Mombasa
	Office Management and Effective Administration Skills	Dec 4-15	Nakuru
	Executive Secretary Skills	Dec 11-18	Mombasa
	Executive Administration Skills for PAs and Secretaries	Dec 4-15	Dar es Salaam
	Leadership for Administrative Professionals	Dec 11-18	Mombasa
	Effective Minutes Taking, Meeting Procedures and Report Writing Skills	Dec 4-15	Dubai
Masterclass for Executive Secretaries and PA'S	Dec 11-18	Mombasa	
Administrative Operations and Coordination	Dec 4-15	Dubai	
Office Support Assistants	Office Operations for Support Staff	Dec 11-18	Mombasa
	Office Management Skills for Support Staff	Dec 4-15	Nakuru
	Protocol and Etiquette for Executive Drivers and VIP Attendants II	Dec 11-18	Mombasa
	Executive Driver Training Program	Dec 4-15	Mombasa
	Road Safety and Traffic Management	Dec 11-18	Mombasa
	Fleet Safety Management	Dec 4-15	Nakuru
	Managing Corporate Transport Function	Dec 11-18	Mombasa
	Workplace Etiquette for Drivers & Messenger	Dec 4-15	Mombasa
	Corporate Messengers and Drivers	Dec 11-18	Mombasa
	Defensive and Professional Driving Skills	Dec 4-15	Nakuru
Corporate Governance	Future Ready Boards; ESG	Dec 11-18	Dubai
	Future Readiness Strategy	Dec 4-15	Mombasa
	Corporate Governance and Board Leadership	Dec 11-18	Dubai
	Corporate Governance and Board Competence Program	Dec 4-15	Dubai
	Public Policy, Governance, and Administration	Dec 11-18	Mombasa
	Corporate Governance in The Public Service	Dec 4-15	Dubai
Management and Leadership	Executive Development Program for County Government	Dec 11-18	Dubai
	Executive Management and Leadership Development Program	Dec 4-15	Mombasa
	Leadership and Management Development	Dec 11-18	Arusha
	Advanced Management	Dec 4-15	Dar es salaam
	Strategic Management Executive Program	Dec 11-18	Mombasa
	Political/Administrative Alignment in the Public Sector	Dec 4-15	Dubai
	Future Readiness Strategy	Dec 11-18	Dar es Salaam
Effective Supervisory Management	Dec 4-15	Mombasa	

	Advanced Public Speaking & Presentation skills	Dec 11-18	Dubai
	Stakeholder Engagement and Management	Dec 4-15	Mombasa
	Stakeholder Management for Boards	Dec 11-18	Dubai
	Enhancing Leadership and Supervisory Management Skills	Dec 4-15	Dar es Salaam
	Governance and Ethics for Public Sector Officers,	Dec 11-18	Mombasa
	Writing and Delivering Speeches and Presentations with Impact	Dec 4-15	Dubai
	Digital Transformation for Boards	Dec 11-18	Mombasa
Finance and Budgeting	Budgeting, Planning & Management Reporting	Dec 4-15	Mombasa
	Public Financial Management for Public Sector Managers	Dec 11-18	Dubai
	Budgeting and Forecasting for Non-Financial Professionals	Dec 4-15	Mombasa
	Accounts Payable: Accounting and Management Best Practices	Dec 11-18	Arusha
	Pension Management and Administration	Dec 4-15	Dar es Salaam
	Finance for Senior Executives	Dec 11-18	Mombasa
	Payroll; Preparation, Analysis and Management	Dec 4-15	Dubai
	Strategic Finance	Dec 11-18	Mombasa
Project Management	Finance for Boards	Dec 4-15	Dubai
	Leading International Projects	Dec 4-15	Mombasa
	International Project Management	Dec 11-18	Nakuru
	Effective Project Management and Coordination	Dec 4-15	Kisumu
PPP and Project Finance	Protocol, Public Relations, and Events Management	Dec 11-18	Naivasha
	Negotiating and Managing PPP's	Dec 4-15	Istanbul
	Project Finance	Dec 11-18	Kampala
	International PPP Infrastructure Projects Management	Dec 4-15	Mombasa
	Project Performance Measurement and Management	Dec 11-18	Istanbul
Strategic Communications	Strategic Project Management in "Disruption" Age	Dec 4-15	Arusha
	Reinventing Strategic Communications	Dec 11-18	Dar es Salaam
	Government Communications and Public Relations	Dec 4-15	Mombasa
Retirement	Reinventing Presidential Strategic Communications	Dec 11-18	Dubai
	Retirement Planning Workshop	Dec 4-15	Mombasa
Purchasing, Logistics & Supply Chain Management	Pensions Management and Administration	Dec 11-18	Dubai
	Quality Logistics and Transport Management	Dec 4-15	Dubai
	Advanced Logistics and Quality Control	Dec 11-18	Mombasa
	Procurement and Supply Chain Management Best Practices {New}	Dec 4-15	Dubai
	Sustainable Supply Chain Management	Dec 11-18	Dar es Salaam
	Contracts Negotiations and Management	Dec 4-15	Mombasa
	Warehouse Operations and Inventory Management	Dec 11-18	Dubai
	Strategic Purchasing and Supply Management	Dec 4-15	Mombasa
	Effective Purchasing and Contract Negotiation Strategies	Dec 11-18	Mombasa
	Purchasing, Procurement & Inventory Management	Dec 4-15	Dubai
Environment and Sustainability	Supply Chain Best Practices; Concepts, Application and Risk Management	Dec 11-18	Dar es Salaam
	Climate Change Adaptation for Business; Net Zero Emissions	Dec 4-15	Mombasa
	Green Finance	Dec 11-18	Dubai
Human Resource	Sustainable Business Management	Dec 4-15	Mombasa
	International Human Resource Management	Dec 11-18	Dubai
	Executive SOP Induction Training	Dec 4-15	Mombasa
	Business Presentation and Public Speaking in the Public Sector	Dec 11-18	Nakuru
	People Management for Public Sector Managers	Dec 4-15	Mombasa
	HR Processes, Culture & Change Management Program	Dec 11-18	Mombasa
	Workplace Counseling, Coaching and Mentorship	Dec 4-15	Mombasa
	Corporate Performance Management	Dec 11-18	Nakuru
IT and Cyber Security	Strategy and Strategic Planning	Dec 4-15	Dubai
	Data and Information Management	Dec 11-18	Mombasa
	Records Management and Archiving	Dec 4-15	Dubai
	Electronic Records Management	Dec 11-18	Dubai
	Information Security Management	Dec 4-15	Mombasa

	Cybersecurity for Business and Risk Management		
	Cybersecurity for Business and Risk Management	Dec 11-18	Dubai
	Data Security and Information Controls	Dec 4-15	Dubai
	Data Security and Information Assurance	Dec 11-18	Mombasa
	Computer Security and Systems Management	Dec 4-15	Arusha
	Cybersecurity Investigations and Electronic Evidence Management	Dec 11-18	Dar es salaam
	Cyber Security Risk and Strategy	Dec 4-15	Dar es Salaam
Sales & Marketing	Strategic Brand Development and Management	Dec 11-18	Mombasa
	Market Leadership & Marketing Strategies	Dec 4-15	Dubai
	Creative Marketing and CRM Innovation	Dec 11-18	Mombasa
	Customer Focused Marketing	Dec 4-15	Dubai
	Marketing Management	Dec 11-18	Dar es Salaam
	Market Leadership & Marketing Strategies	Dec 4-15	Mombasa
	Mastering Sales & Marketing in the Age of New Social Media	Dec 11-18	Dubai
Data Management and Analytics	Data Analytics for Managerial Decision Making	Dec 4-15	Mombasa
	Data Visualization	Dec 11-18	Mombasa
	Data Management, Manipulation & Analysis using Excel	Dec 4-15	Dubai
	Microsoft Office Excel 2019 Advanced Skills	Dec 11-18	Mombasa
	Microsoft Excel Advanced Skills	Dec 4-15	Arusha
Safety and Security Management	Security Leadership Essentials for Managers	Dec 11-18	Dar es salaam
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Dec 4-15	Dubai
	Effective Modern Security Management and Operations	Dec 11-18	Mombasa
	Emergency Response and Incident Investigation for Supervisors and Managers	Dec 4-15	Mombasa
	Access Control and Physical Security Management	Dec 11-18	Nakuru
	Security Incident Management and Investigations	Dec 4-15	Kisumu
	Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	Dec 11-18	Naivasha
	Transported Assets Security Management	Dec 4-15	Istanbul
	Multidimensional Security Management Training	Dec 11-18	Kampala
	Supply Chain Security and Risk Management	Dec 4-15	Mombasa
	Transported Assets Protections Standardization	Dec 11-18	Istanbul
	Crisis Management and Emergency Response Measures	Dec 4-15	Arusha
	Crisis Management and Contingency Plan	Dec 11-18	Dar es Salaam
Asset and Facility Management	Asset and Facility Management Strategy	Dec 4-15	Mombasa
	Strategic Facility Management Analytics	Dec 11-18	Dubai
	Road Assets Management	Dec 4-15	Mombasa
	Advanced Facilities Management	Dec 11-18	Dubai
	Maintenance Management Best Practices	Dec 4-15	Dar es Salaam
	Maintenance, Reliability and Asset Management Technology Best Practices	Dec 11-18	Mombasa
	Assets Risk, Reliability and Safety Management Techniques	Dec 4-15	Dubai



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