



EXECUTIVE EDUCATION

TRAINING CALENDAR

2023/24

2023 / 2024 TRAINING CALENDAR INDEX

1. Office Management and Administration Corporation Governance
2. Leadership and Management
3. Finance and Budgeting
4. Project Management
5. Project Finance
6. Strategic Communication and Public Relations
7. Retirement Planning
8. Purchasing, Logistics, Procurement and Supply Chain Management
9. Contracts Management
10. Environment and Sustainability
11. Human Resources
12. Sales and Marketing
13. Data Management, Analytics and Visualization
14. Information Technology and Cyber Security
15. Safety and Security Management
16. Assets and Facility Management

OUR CORPORATE VALUES

2023 / 24 TRAINING CALENDAR



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

500+

CERTIFIED
PROGRAMS

200+

INT. ASSOCIATIONS
& INSTITUTES

40+

GLOBAL
CITIES

60+

SUBJECT MATTER
EXPERTS

120+

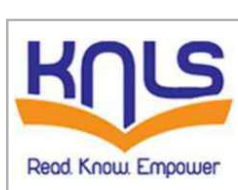
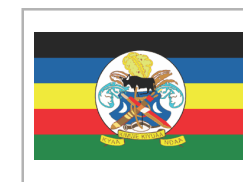
EMPLOYEES

200+

100%

100%







OFFICE MANAGEMENT AND ADMINISTRATION

2023 / 24 TRAINING CALENDAR

1

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Customer Experience Excellence	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Customer Service Excellence		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Measuring and Managing Customer Satisfaction; ISO 9001 and Beyond			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Professional Switchboard, Receptionists and Telephone Skills		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Public Relations and Customer Service Skills Program			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Front Office Operations and Management		21-31		16-27		11-22		19-29		15-26		17-28		Nakuru, Mombasa, Kisumu, Dubai
Call and Contact Centers Operations Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Customer Service and Public Relations Masterclass		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Managing Service Quality and Customer Satisfaction			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Advanced Customer Service Management		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Advanced Management Program for Executive Assistants, PA's and Administrative Assistants	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Executive Secretary Management Program		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Advanced Records and Information Management Program			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Finance and Accounting for Administrative Assistants		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Management Development Program for Administrative Assistants			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Executive Secretary Management/Personal Assistant		21-31		16-27		11-22		19-29		15-26		17-28		Nakuru, Mombasa, Kisumu, Dubai
Advanced Executive Assistants and Pas	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Financial Management Skills for Office Administrators and Secretaries		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Business Writing Skills for Administrators, Secretaries and PA'S			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Advanced Management Program for Executive Assistants, PA's and Administrative Assistants		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Secretary and Executive Office Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Office Management Specialist		21-31		16-27		11-22		19-29		15-26		17-28		Nakuru, Mombasa, Kisumu, Dubai
Executive Assistant Training Program	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
The Senior Secretary Development Program		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Administrative Excellence for Secretaries and Administrators			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Advanced Office Management and Effective Administration Skills		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Essential Management Skills for Administrators			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Information and Documentation Compliance		21-31		16-27		11-22		19-29		15-26		17-28		Nakuru, Mombasa, Kisumu, Dubai
Finance and Accounting for Office Administrators	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
The Strategic Executive Assistant: Business Acumen for Senior EAs & PAs		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
The EA/PA & Office Manager Masterclass			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
MS Office Advanced Efficiency Training for Administration Officers		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Nakuru, Kisumu, Dubai
Effective Report Writing and Minute Taking			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Protocol and Event Management		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Istanbul, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Professional Minutes Taking, Meetings Procedures, Report Writing & Information Confidentiality Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kuala Lumpur, Dubai
Governance and Board Management Skills for EAs & PAs		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Singapore, Dubai
Office Management and Effective Administration Skills			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Executive Secretary Skills		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Arusha, Istanbul, Dubai
Executive Administration Skills for PAs and Secretaries			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Leadership for Administrative Professionals		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Dar es Salaam, Dubai
Effective Minutes Taking, Meeting Procedures and Report Writing Skills	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Istanbul, Dubai
Masterclass for Executive Secretaries and PA'S		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kuala Lumpur, Dubai
Administrative Operations and Coordination			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Singapore, Dubai
Office Operations for Support Staff		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Office Management Skills for Support Staff			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Arusha, Istanbul, Dubai
Protocol and Etiquette for Executive Drivers and VIP Attendants II		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Nakuru, Kisumu, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Executive Driver Training Program	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Road Safety and Traffic Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Fleet Safety Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Managing Corporate Transport Function		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Workplace Etiquette for Drivers & Messenger			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Corporate Messengers and Drivers		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Arusha, Istanbul, Dubai
Defensive Driving and Etiquette	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai



CORPORATE GOVERNANCE

2023 / 24 TRAINING CALENDAR

2

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Digital Transformation for Boards	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Developing Exceptional Board Leaders		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Corporate Governance and Board Leadership			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
Corporate Governance and Board Competence Program		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai
Public Policy, Governance, and Administration			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Singapore, Dubai
Corporate Governance in The Public Service		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Dar es Salaam, Dubai
Board Leadership Masterclass	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Future Ready Boards; ESG		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Nakuru, Kisumu, Dubai
Dispute Resolution and Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Future Ready Boards; ESG		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
NextGen Directors Program			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai



LEADERSHIP AND MANAGEMENT

2023 / 24 TRAINING CALENDAR

3

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Executive Program in Strategy and Organization	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Executive Program in Leadership and Organizational Strategy		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Leadership and Team Development for Managerial Success			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Leadership and Management Skills for New Managers and Supervisors		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
The Strategic Leader: Planning, Negotiation and Conflict Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Istanbul, Dubai
Managing Risk and Reputation in a Complex World		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kuala Lumpur, Dubai
Strategic Planning: Communication, Measurement, and Implementation	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Singapore, Dubai
Coaching Skills for Leaders and Managers		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Administrative and Supervisory Skills			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Arusha, Istanbul, Dubai
Strategic Planning and Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Nakuru, Kisumu, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Women on Boards: Succeeding as a Corporate Director			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Executive Program in Strategy and Organization	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Executive Program in Leadership and Organizational Strategy		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Leadership and Team Development for Managerial Success			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Executive Management and Leadership Development Program		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Leadership and Management Development			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Advanced Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Strategic Management Executive Program		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Political/Administrative Alignment in the Public Sector			11-22		13-24		15-26		11-22		13-24		8-19	Nakuru, Mombasa, Kisumu, Dubai
Future Readiness Strategy		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Effective Supervisory Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Istanbul, Dubai
Advanced Public Speaking & Presentation skills	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kuala Lumpur, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Stakeholder Engagement and Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Singapore, Dubai
Stakeholder Management for Boards			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Enhancing Leadership and Supervisory Management Skills		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Arusha, Istanbul, Dubai
Governance and Ethics for Public Sector Officers,			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Writing and Delivering Speeches and Presentations with Impact	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Nakuru, Mombasa, Kisumu, Dubai
Digital Transformation for Boards		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Strategic Planning, Development, and Implementation			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Leading and Managing through Strategic Planning and Innovation		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Arusha, Istanbul, Dubai
Advanced Management & Leadership Programme			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai



FINANCE AND BUDGETING

2023 / 24 TRAINING CALENDAR

4

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Strategic Financial Planning and Implementation	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Payroll Management and Effective Payroll Controls		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Effective Control and Analysis of Financial Statements			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Managing the Cash Cycle-Accounts Receivables and Payables		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Modern International Standards of Internal Audit Function			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Finance, Risk Management and Corporate Governance		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Accounting, Decision Making and Financial Communication	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Financial Management for Non-Financial Professionals		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
Financial Analysis, Planning and Controlling Budgets			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Corporate Financial Planning, Budgeting and Control		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Financial Strategy; Essential Finance Management Skills			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Financial Analysis, Modelling and Forecasting	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Strategic Planning, Management Control and Effective Budgeting		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Finance and Accounting for Office Administrators and Secretaries			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Effective Budgeting, Planning and Control		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Accounting and Finance Masterclass			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Budgeting and Cost Control		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Arusha, Istanbul, Dubai
Advanced Financial Analysis	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Finance for Managers		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Budgeting, Planning & Management Reporting			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Public Financial Management for Public Sector Managers		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Budgeting and Forecasting for Non-Financial Professionals			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Accounts Payable: Accounting and Management Best Practices		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Pension Management and Administration	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Finance for Senior Executives		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
Payroll; Preparation, Analysis and Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Strategic Finance		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Finance for Boards			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Treasury Risk Management		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai



PROJECT MANAGEMENT

2023 / 24 TRAINING CALENDAR

5

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Financial Management for Projects and Contracts	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Project Risk Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Leading International Projects			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
International Project Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai
Effective Project Management and Coordination			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Singapore, Dubai
Protocol, Public Relations, and Events Management		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Dar es Salaam, Dubai
Financial Management for Projects and Contracts	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Project Risk Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Professional Certification Program (PCP) in Development Finance			11-22		13-24		15-26		11-22		13-24		8-19	Nakuru, Mombasa, Kisumu, Dubai
Project appraisal and implementation		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Project implementation and monitoring			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Istanbul, Dubai



PROJECT FINANCE

2023 / 24 TRAINING CALENDAR

6

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Negotiating and Managing PPP’s	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Project Finance		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
International PPP Infrastructure Projects Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Project Performance Measurement and Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Strategic Project Management in “Disruption” Age			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Negotiating and Managing PPP’s		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Mergers, acquisitions, privatizations, PPP	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai



STRATEGIC COMMUNICATIONS

2023 / 24 TRAINING CALENDAR

7

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Strategic Communications and Crisis Management for Corporations	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Executive Media Coaching		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Reinventing Presidential Strategic Communications			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Communication and Planning Skills for Administrative Professionals		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Public Relations and Corporate Communications			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Modern Corporate Communications		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Strategic Communications and Reputation Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Media Management in Crisis Communications		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
Public Relations and Corporate Communications			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Communication and Planning Skills for Administrative Professionals		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Public Relations and Corporate Communications			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Reinventing Strategic Communications	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Istanbul, Dubai
Government Communications and Public Relations		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kuala Lumpur, Dubai
Strategic Communications and Crisis Management for Corporations			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Singapore, Dubai
Writing for Public Relations Skills	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Event Planning Skills		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Public Speaking Skills			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Strategic Communication and leadership		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Stake holder engagement			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Communication Research, Analysis and Measurement	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Digital/ Social Media Management		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Media Relations Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Brand Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai



RETIREMENT PLANNING

2023 / 24 TRAINING CALENDAR

8

Subject	Date 2023						2024						Venue	
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Retirement Planning Workshop	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Pensions Management and Administration		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai



PURCHASING, LOGISTICS, PROCUREMENT AND CHAIN SUPPLY MANAGEMENT

9

2023 / 24 TRAINING CALENDAR

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Quality Logistics and Transport Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Advanced Logistics and Quality Control		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Procurement and Supply Chain Management Best Practices {New}			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Sustainable Supply Chain Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Contracts Negotiations and Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Warehouse Operations and Inventory Management		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Strategic Purchasing and Supply Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Effective Purchasing and Contract Negotiation Strategies		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
Purchasing, Procurement & Inventory Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Supply Chain Best Practices; Concepts, Application and Risk Management		14-24		9-20		11-22		12-23		8-19		10-21		Nakuru, Mombasa, Kisumu, Dubai
Procurement for Non-Procurement Professionals			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Procurement and Supply Chain Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Istanbul, Dubai
Supply Chain Management and Inventory Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kuala Lumpur, Dubai
Procurement, Tendering and Contract Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Singapore, Dubai
Procurement Management Best Practices		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Procurement: Implementation and Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Advanced Procurement Strategies, Warehousing and Logistics Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Management of Strategy and Effective Supply Chain Operation			11-22		13-24		15-26		11-22		13-24		8-19	Nakuru, Mombasa, Kisumu, Dubai
Procurement Management Masterclass		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Supply Chain and Inventory Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Istanbul, Dubai
Excellence in Warehouse and Inventory Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Effective Purchasing and Contract Negotiation Strategies			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
Warehouse and Stores Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Logistics and Supply Chain Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Singapore, Dubai
Global Procurement and Sourcing		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Tendering, Procurement and Negotiation Skills			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Arusha, Istanbul, Dubai
Warehouse Management: Strategy, Implementation and Control		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Purchasing Techniques, Negotiation and Cost Reduction	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Nakuru, Mombasa, Kisumu, Dubai
Strategic Purchasing and Supply Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Category Management in Procurement			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai



CONTRACTS MANAGEMENT

2023 / 24 TRAINING CALENDAR

10

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Contracts Negotiation and Dispute Settlement	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Construction Contracts Masterclass		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
International Contracting Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Contracts and Purchasing Masterclass		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Advanced Contracts and Project Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Nakuru, Kisumu, Dubai
			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai



ENVIRONMENT AND SUSTAINABILITY

2023 / 24 TRAINING CALENDAR

11

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Sustainable Business Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Sustainable Leadership for Global Change		7-18		2-13		4-15		4-16		1-12		3-14		Nakuru, Mombasa, Kisumu, Dubai
Leading Sustainable Business Transformation			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Risk Management for Corporate Leaders – Virtual		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Strategic Resource Mobilization			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Climate Change Adaptation for Business; Net Zero Emissions		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kisumu, Singapore, Dubai
Sustainability Reporting	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Sustainability Finance and Leadership		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Arusha, Istanbul, Dubai
Sustainability Leadership and Corporate Responsibility			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Nakuru, Kisumu, Dubai
			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai



HUMAN RESOURCE MANAGEMENT AND TRAINING

12

2023 / 24 TRAINING CALENDAR

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
People, Culture, and Performance: Strategies for 21st Century	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
HR Auditing		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Strategic Talent Development and Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
Mastering People Management and Team Leadership		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai
Managing Employee Performance, Behavior and Attitude			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Singapore, Dubai
International Human Resource Management		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Dar es Salaam, Dubai
Executive SOP Induction Training	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Business Presentation and Public Speaking in the Public Sector		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
People Management for Public Sector Managers			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
HR Processes, Culture & Change Management Program		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Workplace Counseling, Coaching and Mentorship			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai
Corporate Performance Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Strategy: Building and Sustaining Competitive Advantage		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
HR Metrics & Analytics/Advanced Excel & Power BI/HR Dashboards			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Nakuru, Kisumu, Dubai
Strategic HR Planning, Recruitment and selection Skills		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Compensation & Rewards Management Skills	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Designing Human Resource policies		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Payroll Management/Taxation			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
Talent Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai
Performance Management/ Productivity measurement and improvement			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Singapore, Dubai
Learning & Development Co-ordination/ TOT	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Knowledge management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Culture & Change Management Leadership Strategies	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Nakuru, Kisumu, Dubai
Leading and Managing Change for Organizational Transformation		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai



SALES AND MARKETING

2023 / 24 TRAINING CALENDAR

13

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Social Media and Digital Marketing	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Advanced Social Media Program		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Strategic Brand Development and Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Market Leadership & Marketing Strategies		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Creative Marketing and CRM Innovation			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Customer Focused Marketing		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Arusha, Istanbul, Dubai
Marketing Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Market Leadership & Marketing Strategies		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Nakuru, Kisumu, Dubai
Mastering Sales & Marketing in the Age of New Social Media			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Relationship Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Negotiation, Persuasion and Bargaining			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Strategic Resource Mobilization			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai



DATA MANAGEMENT ANALYTICS AND VISUALIZATION

14

2023 / 24 TRAINING CALENDAR

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Data Analytics for Managerial Decision Making	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Data Visualization		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Data Management, Manipulation & Analysis using Excel			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Microsoft Office Excel 2019 Advanced Skills		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Microsoft Excel Advanced Skills			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
	17-28	21-31	4-15	16-27	6-17	11-22	8-19	19-29	4-15	15-26	6-17	17-28	1-12	Mombasa, Dar es Salaam, Dubai
		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Nakuru, Kisumu, Dubai
			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai



INFORMATION TECHNOLOGY AND CYBER SECURITY

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2023 / 24 TRAINING CALENDAR

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Cybersecurity Essentials for Leaders	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Data Management, Security and Warehousing		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Information Security Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Strategic Management of IT Systems		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Cybersecurity Strategy			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Istanbul, Dubai
Data Management, Security and Warehousing		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Kuala Lumpur, Dubai
Data and Information Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Singapore, Dubai
Records Management and Archiving		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Electronic Records Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Arusha, Istanbul, Dubai
Information Security Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Dar es Salaam, Dubai
Cybersecurity for Business and Risk Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Nakuru, Kisumu, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Data Security and Information Controls	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kuala Lumpur, Dubai
Data Security and Information Assurance		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Singapore, Dubai
Computer Security and Systems Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Cybersecurity Investigations and Electronic Evidence Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Arusha, Istanbul, Dubai
Cyber Security Risk and Strategy			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai



SAFETY AND SECURITY MANAGEMENT

2023 / 24 TRAINING CALENDAR

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Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Security Strategic Planning, Policy and Leadership		17-28	4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Security Management, Planning and Asset Protection		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Security Procedures and Risk Assessment			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Safety Technology and Risk Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Effective Modern Security Management and Operations			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Security Leadership Essentials for Managers		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Arusha, Istanbul, Dubai
Security Management, Physical Planning and Asset Protection with Integrated Security Solutions		17-28	4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Effective Modern Security Management and Operations		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Emergency Response and Incident Investigation for Supervisors and Managers			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai

Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Access Control and Physical Security Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
Border Control and Security Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Security Management, Physical Planning and Asset Protection with Integrated Security Solutions	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Transported Assets Security Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Multidimensional Security Management Training			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai
Supply Chain Security and Risk Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kuala Lumpur, Dubai
Transported Assets Protections Standardization			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kisumu, Singapore, Dubai
Crisis Management and Emergency Response Measures		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Dar es Salaam, Dubai
Crisis Management and Contingency Plan	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai
Security Strategic Planning, Policy, and Leadership		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Border Control and Security Management	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Arusha, Istanbul, Dubai



ASSETS AND FACILITY MANAGEMENT

2023 / 24 TRAINING CALENDAR

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Subject	Date 2023						2024							Venue
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Face to Face
Asset and Facility Management Strategy	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Dar es Salaam, Dubai
Advanced Asset Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Istanbul, Dubai
Professional Facility Management			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kuala Lumpur, Dubai
Asset Lifecycle and Lifecycle Cost Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Singapore, Dubai
ISO 55001 Asset Management Systems Training			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Dar es Salaam, Dubai
Risk Based Asset Management		21-31		16-27		11-22		19-29		15-26		17-28		Mombasa, Arusha, Istanbul, Dubai
Managing and Supervising Construction Projects	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kuala Lumpur, Dubai
Advanced Asset Management		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Kisumu, Singapore, Dubai
Strategic Facility Management Analytics			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Dar es Salaam, Dubai
Road Assets Management		14-24		9-20		11-22		12-23		8-19		10-21		Mombasa, Kisumu, Istanbul, Dubai
Advanced Facilities Management			18-29		20-30		15-26		18-29		20-31		15-26	Mombasa, Kuala Lumpur, Dubai
Maintenance Management Best Practices	17-28		4-15		6-17		8-19		4-15		6-17		1-12	Mombasa, Kisumu, Singapore, Dubai
Maintenance, Reliability and Asset Management Technology Best Practices		7-18		2-13		4-15		4-16		1-12		3-14		Mombasa, Dar es Salaam, Dubai
Assets Risk, Reliability and Safety Management Techniques			11-22		13-24		15-26		11-22		13-24		8-19	Mombasa, Kisumu, Istanbul, Dubai



+254 (0) 720 613 502
+254 (0) 733 613 504



10th Floor, Western Heights,
Off Karuna Road, Westlands Nairobi.



info@haminternational.co.ke
www.hamInternational.co.ke