



City	Date	Program	€ TRAINING PLAN 2022
Istanbul	2 Jan 6 Jan	Decisions, Dynamics & Leadership Styles	
Istanbul	2 Jan 6 Jan	Linking Training to Organisational Goals	
Amman	2 Jan 13 Jan	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Amman	2 Jan 6 Jan	Effective Purchasing and Contract Negotiation Strategies	
Istanbul	2 Jan 6 Jan	Risk Assessment within Production Operations	
Kuwait	2 Jan 6 Jan	Effective Purchasing and Contract Negotiation Strategies	
Cairo	2 Jan 6 Jan	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
SharmEl-Sheikh	2 Jan 13 Jan	Budgeting, Forecasting and the Planning Process	
SharmEl-Sheikh	2 Jan 6 Jan	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Munich	3 Jan 14 Jan	Procurement and Supply Chain Management Best Practices	
London	3 Jan 7 Jan	Corporate Financial Planning, Budgeting & Control	
Boston	3 Jan 7 Jan	Strategic Planning, Communication, Measurement & Implementation	
Trabzon	3 Jan 7 Jan	Purchasing Techniques, Negotiating & Cost Reduction	
Trabzon	3 Jan 7 Jan	Plant Reliability: Modelling, Analysis and Prediction	
London	3 Jan 7 Jan	Strategy, Risks, Negotiation & Leadership	
Baku	3 Jan 7 Jan	Contracts Administration: From Award to Completion	
Dubai	9 Jan 13 Jan	International Trade & Shipping	
Amman	9 Jan 13 Jan	Strategic Maintenance Planning	
Dubai	9 Jan 20 Jan	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Muscat	9 Jan 13 Jan	Fluid Flow Control in the Process Industry	
Dubai	9 Jan 20 Jan	Advanced Contracts & Project Management	
KualaLumpur	9 Jan 13 Jan	Advanced Cash Flow & Working Capital Management	
SharmEl-Sheikh	9 Jan 20 Jan	Budgeting: Planning, Forecasting, What-if Analysis & Reporting	
Cairo	9 Jan 13 Jan	Effective Purchasing, Tendering & Supplier Selection	
Kuwait	9 Jan 13 Jan	Project Management for Supply Chain Professionals	
Geneva	10 Jan 14 Jan	HR - Managing the Training Function	
Baku	10 Jan 14 Jan	Financial Skills for HR Professionals	
Dusseldorf	10 Jan 14 Jan	Climate Change & Emissions Trading Services	
London	10 Jan 21 Jan	Budgeting, Forecasting and the Planning Process	
Rome	10 Jan 21 Jan	Strategic Planning, Management Control & Effective Budgeting	
Madrid	10 Jan 14 Jan	Sales and Operations Planning ? Integrating the Business	
Baku	10 Jan 21 Jan	Developing Excellence in People Leadership	
Dubai	16 Jan 20 Jan	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
SharmEl-Sheikh	16 Jan 20 Jan	Management Skills and Techniques	
KualaLumpur	16 Jan 20 Jan	Supply Chain and Inventory Management	
SharmEl-Sheikh	16 Jan 27 Jan	Financial Analysis, Planning & Controlling Budgets	
Kuwait	16 Jan 20 Jan	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
Cairo	16 Jan 27 Jan	Budgeting: Planning, Forecasting, What-if Analysis & Reporting	
KualaLumpur	16 Jan 20 Jan	Project Risk Management & Compliance	
KualaLumpur	16 Jan 27 Jan	Leading with Excellence	
SharmEl-Sheikh	16 Jan 20 Jan	Effective Business Decisions Using Data Analysis	
SharmEl-Sheikh	16 Jan 27 Jan	Financial Strategy & Accounting Skills	
Amman	16 Jan 20 Jan	Fluid Flow Control in the Process Industry	
Tbilisi	17 Jan 21 Jan	Investment Management	
Amsterdam	17 Jan 21 Jan	Key Account Management: Establishing Profitable Customer Relationships	

City	Date	Program	€ TRAINING PLAN 2022
Tbilisi	17 Jan 21 Jan	Mastering Human Resource Management	
Madrid	17 Jan 21 Jan	Effective Budgeting, Planning & Control	
Amsterdam	17 Jan 21 Jan	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
Vienna	17 Jan 21 Jan	Process Safety Management Compliance	
Trabzon	17 Jan 21 Jan	HR Metrics and Analytics	
Geneva	17 Jan 21 Jan	Corporate Financial Planning, Budgeting & Control	
Boston	17 Jan 21 Jan	Strategic Change Management for HR Professionals	
Muscat	23 Jan 27 Jan	Advanced Selection, Interviewing & Recruitment Skills	
KualaLumpur	23 Jan 27 Jan	Leadership, Communication & Interpersonal Skills: Leadership through Self-Mastery	
Dubai	23 Jan 3 Feb	Earned Value Management for Project Performance Measurement	
Dubai	23 Jan 27 Jan	Contract Preparation and Management	
Dubai	23 Jan 27 Jan	Essential Skills for the New Manager & Supervisor	
KualaLumpur	23 Jan 3 Feb	Strategic Planning, Management Control & Effective Budgeting	
Amman	23 Jan 3 Feb	Leading with Excellence	
Kuwait	23 Jan 27 Jan	Mastering Business Etiquette & Protocol	
Kuwait	23 Jan 27 Jan	Compensation Packages and Salary Structure	
London	24 Jan 4 Feb	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Boston	24 Jan 28 Jan	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Amsterdam	24 Jan 4 Feb	Procurement and Supply Chain Management Best Practices	
London	24 Jan 28 Jan	Managing Tenders, Specifications & Contracts	
Rome	24 Jan 28 Jan	Logistics & Transport Management	
Trabzon	24 Jan 28 Jan	Project Leadership in Action: Power, Influence, Politics and Negotiations	
London	24 Jan 28 Jan	Financial Skills for HR Professionals	
Trabzon	24 Jan 4 Feb	Strategy & Strategic Planning	
Trabzon	24 Jan 4 Feb	Certificate in Leadership & Management Excellence	
KualaLumpur	30 Jan 3 Feb	Sales and Operations Planning ? Integrating the Business	
Manama	30 Jan 3 Feb	Leadership, Communication & Interpersonal Skills: Leadership through Self-Mastery	
SharmEl-Sheikh	30 Jan 3 Feb	Effective Budgeting, Planning & Control	
Dubai	30 Jan 3 Feb	Leadership, Influence & Trust - Creating Professional Strategies	
Amman	30 Jan 3 Feb	Strategic Crisis Management: Planning for Unexpected Challenges	
Muscat	30 Jan 10 Feb	International Financial Reporting Standards	
Cairo	30 Jan 3 Feb	Advanced Customer Service Management	
Manama	30 Jan 3 Feb	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
KualaLumpur	30 Jan 3 Feb	Advanced Financial Statements Analysis	
Amman	30 Jan 3 Feb	Recruitment and Selection: Methodologies & Techniques	
Baku	31 Jan 4 Feb	Managing & Negotiating with Consultants & Contractors	
Barcelona	31 Jan 4 Feb	Accounting, Decision Making & Financial Communication	
Boston	31 Jan 4 Feb	Mastering People Management & Team Leadership	
Rome	31 Jan 4 Feb	Strategic Thinking & Business Planning	
Trabzon	31 Jan 11 Feb	Business Brain Train: The Whole Brain Approach To Business Effectiveness	
Vienna	31 Jan 11 Feb	Strategic Leadership: Develop the Future Vision, Prepare and Achieve the Administrative Plans	
Paris	31 Jan 4 Feb	Process Safety Management Compliance	
Amsterdam	31 Jan 4 Feb	Mastering Business Etiquette & Protocol	

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Dubai	6 Feb 10 Feb	Plant Reliability: Modelling, Analysis and Prediction	
SharmEl-Sheikh	6 Feb 10 Feb	HR - Managing the Training Function	
Muscat	6 Feb 10 Feb	Corporate Financial Planning, Budgeting & Control	
Amman	6 Feb 10 Feb	Effective Business Decisions Using Data Analysis	
KualaLumpur	6 Feb 10 Feb	Managing Tenders, Specifications & Contracts	
Casablanca	6 Feb 10 Feb	Hospitality Events and Conferences Management	
Manama	6 Feb 10 Feb	Leadership, Innovation & Enterprise Skills	
SharmEl-Sheikh	6 Feb 10 Feb	Internal Communications Masterclass	
Istanbul	6 Feb 10 Feb	Effective Purchasing, Tendering & Supplier Selection	
Trabzon	7 Feb 11 Feb	Effective Purchasing and Contract Negotiation Strategies	
Milan	7 Feb 11 Feb	Contracts Administration: From Award to Completion	
Barcelona	7 Feb 11 Feb	Essential Skills for the New Manager & Supervisor	
Rome	7 Feb 11 Feb	Fluid Flow Control in the Process Industry	
Trabzon	7 Feb 11 Feb	Implementing and Managing a Customer Complaints System	
Paris	7 Feb 18 Feb	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	
London	7 Feb 11 Feb	Financial Management for Projects & Contracts	
Boston	7 Feb 11 Feb	Contractual Risk, Insurance and Indemnities	
Cairo	13 Feb 17 Feb	Linking Training to Organisational Goals	
Amman	13 Feb 24 Feb	Financial Strategy & Accounting Skills	
Kuwait	13 Feb 17 Feb	Contract Risk Management & Compliance	
Cairo	13 Feb 24 Feb	Strategic Planning, Management Control & Effective Budgeting	
Istanbul	13 Feb 24 Feb	Budgeting: Planning, Forecasting, What-if Analysis & Reporting	
Istanbul	13 Feb 17 Feb	Strategic Maintenance Planning	
SharmEl-Sheikh	13 Feb 17 Feb	Finance and Accounting	
Istanbul	13 Feb 17 Feb	Leadership Excellence in Handling Pressure & Stress	
Manama	13 Feb 17 Feb	Sales & Marketing Strategies	
SharmEl-Sheikh	13 Feb 17 Feb	Effective Budgeting & Operational Cost Control	
Milan	14 Feb 18 Feb	Effective Time, Task & Work Planning	
Tbilisi	14 Feb 4 Mar	Project Cost Estimating Skills: Planning for Performance Excellence	
Rome	14 Feb 18 Feb	Leadership Excellence in Handling Pressure & Stress	
Boston	14 Feb 18 Feb	Effective Purchasing and Contract Negotiation Strategies	
London	14 Feb 18 Feb	Advanced Negotiation Skills: Mastering Negotiation Skills	
London	14 Feb 18 Feb	Mastering People Management & Team Leadership	
Baku	14 Feb 18 Feb	Financial Management for Projects & Contracts	
Paris	14 Feb 18 Feb	Managing Service Quality and Customer Satisfaction	
Dubai	20 Feb 24 Feb	Climate Change & Emissions Trading Services	
SharmEl-Sheikh	20 Feb 3 Mar	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Kuwait	20 Feb 24 Feb	Corporate Financial Planning, Budgeting & Control	
Kuwait	20 Feb 24 Feb	Leadership, Communication & Interpersonal Skills: Leadership through Self-Mastery	
KualaLumpur	20 Feb 24 Feb	Strategic Thinking & Business Planning	
Istanbul	20 Feb 24 Feb	Dynamics of Leadership	
SharmEl-Sheikh	20 Feb 3 Mar	Developing Excellence in People Leadership	
Kuwait	20 Feb 24 Feb	Management - Master Class	
Muscat	20 Feb 3 Mar	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	

City	Date	Program	€TRAINING PLAN 2022
Madrid	21 Feb 25 Feb	Strategy, Risks, Negotiation & Leadership	
Barcelona	21 Feb 4 Mar	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Lisbon	21 Feb 25 Feb	Leadership, Communication & Interpersonal Skills: Leadership through Self-Mastery	
Trabzon	21 Feb 25 Feb	Risk Assessment within Production Operations	
Paris	21 Feb 25 Feb	Developing Personal Effectiveness with Positive Skills	
Rome	21 Feb 25 Feb	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
Munich	21 Feb 4 Mar	Leading with Excellence	
Geneva	21 Feb 25 Feb	Creative Strategic IT Leadership	
Istanbul	27 Feb 3 Mar	Compensation Packages and Salary Structure	
Dubai	27 Feb 3 Mar	Strategic Planning, Communication, Measurement & Implementation	
Istanbul	27 Feb 3 Mar	Effective Time, Task & Work Planning	
Muscat	27 Feb 3 Mar	Process Safety Management Compliance	
Dubai	27 Feb 3 Mar	Advanced Customer Service Management	
Kuwait	27 Feb 3 Mar	Key Account Management: Establishing Profitable Customer Relationships	
KualaLumpur	27 Feb 3 Mar	Security Management, Planning & Asset Protection	
SharmEl-Sheikh	27 Feb 3 Mar	Contractual Risk, Insurance and Indemnities	
SharmEl-Sheikh	27 Feb 3 Mar	Beyond Customer Service: Building a Customer Centric Organisation	
Milan	28 Feb 4 Mar	Effective Self Management	
Baku	28 Feb 11 Mar	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Dusseldorf	28 Feb 4 Mar	Job Evaluation & Analysis	
London	28 Feb 4 Mar	Leading High Performing Teams	
Paris	28 Feb 11 Mar	Logistics & Supply Chain Management	
Baku	28 Feb 4 Mar	Effective Time, Task & Work Planning	
Tbilisi	28 Feb 4 Mar	Production, Planning, Scheduling and Control	
Dubai	6 Mar 10 Mar	HR Skills for HR Assistants	
Cairo	6 Mar 10 Mar	Advanced Communication and Interpersonal Skills	
Amman	6 Mar 10 Mar	Leading Strategic HR Transformation	
SharmEl-Sheikh	6 Mar 10 Mar	Resolving Contractual Claims and Disputes	
Amman	6 Mar 10 Mar	Project Management for Supply Chain Professionals	
Dubai	6 Mar 10 Mar	Sales & Marketing Strategies	
Cairo	6 Mar 10 Mar	Mastering Business Etiquette & Protocol	
Istanbul	6 Mar 17 Mar	Strategy & Strategic Planning	
Amman	6 Mar 10 Mar	Maintenance Auditing, Benchmarking & Improvement	
Cairo	6 Mar 10 Mar	Job Evaluation & Analysis	
KualaLumpur	6 Mar 10 Mar	Financial Management for Projects & Contracts	
Amsterdam	7 Mar 11 Mar	Contract Preparation and Management	
Barcelona	7 Mar 18 Mar	Financial Analysis, Planning & Controlling Budgets	
Amsterdam	7 Mar 11 Mar	Financial Management for Projects & Contracts	
Vienna	7 Mar 11 Mar	Marine Security Management And Control As Per ISPS Code	
Dusseldorf	7 Mar 11 Mar	Creative Strategic IT Leadership	
Rome	7 Mar 11 Mar	Strategic Planning, Communication, Measurement & Implementation	
Trabzon	7 Mar 18 Mar	Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership	
Rome	7 Mar 11 Mar	Mastering People Management & Team Leadership	

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Kuwait	13 Mar 17 Mar	Negotiating, Drafting & Understanding Contracts	
KualaLumpur	13 Mar 24 Mar	Planning Projects for Performance Excellence	
Istanbul	13 Mar 24 Mar	Leading with Excellence	
Dubai	13 Mar 17 Mar	Mastering Business Etiquette & Protocol	
KualaLumpur	13 Mar 17 Mar	Logistics & Transport Management	
Kuwait	13 Mar 17 Mar	Strategy Building and Sustaining Competitive Advantage	
Manama	13 Mar 24 Mar	Leading with Excellence	
Dubai	13 Mar 24 Mar	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Cairo	13 Mar 17 Mar	Management - Master Class	
Muscat	13 Mar 17 Mar	Mastering People Management & Team Leadership	
Boston	14 Mar 18 Mar	Advanced Financial Statements Analysis	
Rome	14 Mar 25 Mar	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Baku	14 Mar 18 Mar	Essential Skills for the New Manager & Supervisor	
Trabzon	14 Mar 18 Mar	Public Relations & Corporate Communications	
Tbilisi	14 Mar 18 Mar	Developing Personal Effectiveness with Positive Skills	
Trabzon	14 Mar 18 Mar	Leading Strategic HR Transformation	
Amsterdam	14 Mar 18 Mar	Planning and Managing PR Campaigns	
Trabzon	14 Mar 18 Mar	Leading Under Pressure: Managing Organisational & Personal Crises	
Istanbul	20 Mar 24 Mar	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Cairo	20 Mar 24 Mar	Contracts Administration: From Award to Completion	
Kuwait	20 Mar 31 Mar	Financial Strategy & Accounting Skills	
KualaLumpur	20 Mar 31 Mar	Certificate in Leadership & Management Excellence	
KualaLumpur	20 Mar 24 Mar	Supply Chain Risk Management	
Istanbul	20 Mar 31 Mar	Advanced Communication & Problem Solving	
Muscat	20 Mar 24 Mar	Leading with Confidence: Managing and Building Confidence through Communications	
Kuwait	20 Mar 31 Mar	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Dubai	20 Mar 24 Mar	Successful Planning, Organising & Delegating	
Kuwait	20 Mar 24 Mar	Leading High Performing Teams	
Munich	21 Mar 25 Mar	Strategic Planning, Communication, Measurement & Implementation	
London	21 Mar 1 Apr	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
London	21 Mar 25 Mar	Effective Purchasing and Contract Negotiation Strategies	
Milan	21 Mar 25 Mar	Leadership, Innovation & Enterprise Skills	
Dusseldorf	21 Mar 25 Mar	Logistics & Transport Management	
Trabzon	21 Mar 25 Mar	Decisions, Dynamics & Leadership Styles	
Trabzon	21 Mar 25 Mar	Managing Service Quality and Customer Satisfaction	
Rome	21 Mar 25 Mar	Effective Project Management	
Milan	21 Mar 1 Apr	Project Scope and Requirements Management	
Boston	21 Mar 25 Mar	Effective Budgeting, Planning & Control	
KualaLumpur	27 Mar 31 Mar	Corporate Financial Planning, Budgeting & Control	
Dubai	27 Mar 31 Mar	Supply Chain Risk Management	
SharmEl-Sheikh	27 Mar 31 Mar	Strategic Thinking & Business Planning	
Muscat	27 Mar 31 Mar	Effective Project Management	
SharmEl-Sheikh	27 Mar 31 Mar	Finance, Risk Management & Corporate Governance	

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Istanbul	27 Mar 7 Apr	Decision Analysis for Operation and Maintenance Professionals	
KualaLumpur	27 Mar 31 Mar	Contamination and Hazardous Wastes - Management and Prevention	
Kuwait	27 Mar 31 Mar	Financial Management for Projects & Contracts	
Dubai	27 Mar 7 Apr	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Cairo	27 Mar 31 Mar	Effective Budgeting & Operational Cost Control	
London	28 Mar 1 Apr	Mastering Training Needs Analysis and Training Evaluation - Fast Track	
Vienna	28 Mar 1 Apr	Decisions, Dynamics & Leadership Styles	
London	28 Mar 8 Apr	Strategy & Strategic Planning	
Trabzon	28 Mar 1 Apr	Leading High Performing Teams	
Boston	28 Mar 1 Apr	Advanced Supervisory Skills - The Supervisor Development Program	
Paris	28 Mar 8 Apr	Strategic Leadership: Develop the Future Vision, Prepare and Achieve the Administrative Plans	
Lisbon	28 Mar 15 Apr	Project Cost Estimating Skills: Planning for Performance Excellence	
KualaLumpur	3 Apr 7 Apr	Conference: Financial Analysis, Planning & Controlling Budgets	
Cairo	3 Apr 7 Apr	Advanced Selection, Interviewing & Recruitment Skills	
Cairo	3 Apr 7 Apr	Production, Planning, Scheduling and Control	
Muscat	3 Apr 7 Apr	Supply Chain and Inventory Management	
KualaLumpur	3 Apr 7 Apr	Leadership Development: Self-Awareness, Skills and Strategies	
Cairo	3 Apr 7 Apr	Logistics & Transport Management	
SharmEl-Sheikh	3 Apr 7 Apr	Supply Chain and Inventory Management	
Istanbul	3 Apr 14 Apr	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	
Muscat	3 Apr 14 Apr	Certificate in Leadership & Management Excellence	
Manama	3 Apr 7 Apr	Risk Assessment within Production Operations	
Dubai	3 Apr 7 Apr	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Trabzon	4 Apr 8 Apr	Advanced Cash Flow & Working Capital Management	
Trabzon	4 Apr 8 Apr	Advanced Selection, Interviewing & Recruitment Skills	
Tbilisi	4 Apr 8 Apr	Advanced Contracts & Purchasing Management	
Trabzon	4 Apr 15 Apr	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Trabzon	4 Apr 8 Apr	Contamination and Hazardous Wastes - Management and Prevention	
Boston	4 Apr 8 Apr	Negotiating, Drafting & Understanding Contracts	
Munich	4 Apr 8 Apr	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Istanbul	10 Apr 14 Apr	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Manama	10 Apr 14 Apr	Strategic Purchasing & Supply Management	
Amman	10 Apr 21 Apr	Strategic Planning, Management Control & Effective Budgeting	
KualaLumpur	10 Apr 21 Apr	Creative Strategic IT Leadership - Advanced	
Istanbul	10 Apr 14 Apr	Sales & Marketing Strategies	
Istanbul	10 Apr 14 Apr	Managing Health and Safety in the Workplace	
Dubai	10 Apr 14 Apr	Contract Risk Management & Compliance	
Dubai	10 Apr 14 Apr	HR Skills for HR Assistants	
Amman	10 Apr 14 Apr	Corporate Financial Planning, Budgeting & Control	
Cairo	10 Apr 14 Apr	Corporate Financial Planning, Budgeting & Control	
Trabzon	11 Apr 15 Apr	Advanced Supervisory Skills - The Supervisor Development Program	
Boston	11 Apr 29 Apr	Strategic IT Leadership	
Trabzon	11 Apr 15 Apr	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	

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Amsterdam	11 Apr 15 Apr	The Effective Accounts Assistant	
Boston	11 Apr 15 Apr	Goal Setting, Planning & Decision Making	
London	11 Apr 15 Apr	Fluid Flow Control in the Process Industry	
Barcelona	11 Apr 15 Apr	Goal Setting, Planning & Decision Making	
Tbilisi	11 Apr 15 Apr	Sales and Operations Planning ? Integrating the Business	
Geneva	11 Apr 15 Apr	Strategic Thinking & Business Planning	
Dubai	17 Apr 28 Apr	Strategic Leadership: Develop the Future Vision, Prepare and Achieve the Administrative Plans	
Istanbul	17 Apr 21 Apr	Finance and Accounting for Office Administrators & Secretaries	
Amman	17 Apr 21 Apr	Negotiation and Conflict Management in Organizations	
Cairo	17 Apr 21 Apr	Strategic Sales Planning and Territory Management	
Cairo	17 Apr 28 Apr	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Casablanca	17 Apr 28 Apr	Developing Excellence in People Leadership	
KualaLumpur	17 Apr 21 Apr	Maintenance Auditing, Benchmarking & Improvement	
Cairo	17 Apr 21 Apr	HR - Managing the Training Function	
Manama	17 Apr 21 Apr	Advanced Financial Statements Analysis	
Istanbul	17 Apr 21 Apr	Hospitality Events and Conferences Management	
Dubai	17 Apr 21 Apr	Strategic Change Management for HR Professionals	
Baku	18 Apr 22 Apr	Project Risk Management & Compliance	
Boston	18 Apr 22 Apr	Sales and Operations Planning ? Integrating the Business	
Munich	18 Apr 29 Apr	Advanced High Performance Leadership	
Dusseldorf	18 Apr 6 May	Strategic IT Leadership	
London	18 Apr 29 Apr	Financial Strategy & Accounting Skills	
Tbilisi	18 Apr 22 Apr	Contract Drafting for Procurement, Tendering & Commissioning	
Trabzon	18 Apr 29 Apr	Managing Priorities, Performance & Pressure	
Milan	18 Apr 22 Apr	Communication, Coordination & Leadership	
Munich	18 Apr 22 Apr	Leadership, Communication & Interpersonal Skills: Leadership through Self-Mastery	
Cairo	24 Apr 28 Apr	Sales and Operations Planning ? Integrating the Business	
Muscat	24 Apr 28 Apr	Job Evaluation & Analysis	
Istanbul	24 Apr 5 May	Developing Excellence in People Leadership	
KualaLumpur	24 Apr 28 Apr	Recruitment and Selection: Methodologies & Techniques	
Dubai	24 Apr 5 May	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Cairo	24 Apr 28 Apr	Talent & Succession Management Masterclass	
Istanbul	24 Apr 28 Apr	Corporate Financial Planning, Budgeting & Control	
Manama	24 Apr 28 Apr	Beyond Customer Service: Building a Customer Centric Organisation	
Casablanca	24 Apr 28 Apr	Talent & Succession Management Masterclass	
Istanbul	24 Apr 28 Apr	Project Risk Management & Compliance	
Barcelona	25 Apr 29 Apr	Project Management	
Barcelona	25 Apr 6 May	Advanced High Performance Leadership	
Tbilisi	25 Apr 29 Apr	Security Management, Planning & Asset Protection	
Paris	25 Apr 29 Apr	Tendering, Procurement and Negotiation Skills	
Trabzon	25 Apr 29 Apr	Financial Management for Projects & Contracts	
Munich	25 Apr 29 Apr	Effective Business Decisions Using Data Analysis	
Lisbon	25 Apr 29 Apr	Effective Budgeting & Operational Cost Control	
Baku	25 Apr 6 May	Logistics & Supply Chain Management	

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Paris	25 Apr 6 May	Managing Priorities, Performance & Pressure	
Kuala Lumpur	1 May 5 May	Beyond Customer Service: Building a Customer Centric Organisation	
Cairo	1 May 5 May	Security Officer Development Program	
Manama	1 May 5 May	Personal Effectiveness & Influencing Skills	
Istanbul	1 May 12 May	Leadership Mastery: Realising your Leadership Potential through Self Discovery	
Manama	1 May 12 May	Financial Analysis, Planning & Controlling Budgets	
Casablanca	1 May 12 May	Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership	
Cairo	1 May 5 May	Developing Personal Effectiveness with Positive Skills	
Cairo	1 May 5 May	Strategic Maintenance Planning	
Istanbul	1 May 5 May	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Istanbul	1 May 12 May	Managing Priorities, Performance & Pressure	
Istanbul	1 May 5 May	Advanced Communication and Interpersonal Skills	
Tbilisi	2 May 6 May	Maintenance Auditing, Benchmarking & Improvement	
Dusseldorf	2 May 6 May	Management Skills and Techniques	
London	2 May 13 May	Business Brain Train: The Whole Brain Approach To Business Effectiveness	
London	2 May 6 May	Project Management for Supply Chain Professionals	
Geneva	2 May 6 May	Handling Information Overload	
Barcelona	2 May 6 May	Setting & Controlling Budgets	
Baku	2 May 6 May	Spreadsheet Skills for Planning, Forecasting & Budgeting	
Paris	2 May 6 May	Advanced Customer Service Management	
Boston	2 May 6 May	Key Account Management: Establishing Profitable Customer Relationships	
Amman	8 May 12 May	Mastering Human Resource Management	
Manama	8 May 19 May	Developing Excellence in People Leadership	
Casablanca	8 May 19 May	Earned Value Management for Project Performance Measurement	
Amman	8 May 12 May	Finance, Risk Management & Corporate Governance	
Istanbul	8 May 12 May	Leading Strategic HR Transformation	
Kuwait	8 May 19 May	Budgeting, Forecasting and the Planning Process	
Istanbul	8 May 12 May	Dynamics of Leadership	
Cairo	8 May 19 May	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Casablanca	8 May 12 May	Internal Communications Masterclass	
Barcelona	9 May 13 May	Investment Management	
Rome	9 May 13 May	Project Risk Management & Compliance	
London	9 May 13 May	Mastering Contract Management and Claims Mitigation	
London	9 May 13 May	Public Relations & Corporate Communications	
Trabzon	9 May 13 May	Linking Training to Organisational Goals	
Trabzon	9 May 20 May	Leadership Mastery: Realising your Leadership Potential through Self Discovery	
Amsterdam	9 May 13 May	Security Management, Planning & Asset Protection	
London	9 May 13 May	Contract Drafting for Procurement, Tendering & Commissioning	
Trabzon	9 May 20 May	Advanced Contracts & Project Management	
Amman	15 May 26 May	Financial Analysis, Planning & Controlling Budgets	
SharmEl-Sheikh	15 May 19 May	Implementing and Managing a Customer Complaints System	
Istanbul	15 May 19 May	Effective Business Decisions Using Data Analysis	
Cairo	15 May 19 May	Contamination and Hazardous Wastes - Management and Prevention	
Kuwait	15 May 19 May	Beyond Customer Service: Building a Customer Centric Organisation	

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Cairo	15 May 19 May	Financial Skills for HR Professionals	
Dubai	15 May 19 May	Job Evaluation & Analysis	
Dubai	15 May 19 May	Essential Skills for Effective Training Administration (Certified Training Administrator)	
Manama	15 May 19 May	Leadership, Influence & Trust - Creating Professional Strategies	
Casablanca	15 May 19 May	International Contracting	
Istanbul	15 May 26 May	Earned Value Management for Project Performance Measurement	
Tbilisi	16 May 20 May	Effective Project Management	
Boston	16 May 20 May	Effective Negotiation, Persuasion and Critical Thinking	
Boston	16 May 20 May	Financial Management for Projects & Contracts	
Trabzon	16 May 20 May	Strategic Sales Planning and Territory Management	
London	16 May 20 May	Strategy Building and Sustaining Competitive Advantage	
Trabzon	16 May 20 May	Strategic Planning, Communication, Measurement & Implementation	
Baku	16 May 20 May	Strategic Maintenance Planning	
London	16 May 20 May	Effective Project Management	
Kuwait	22 May 26 May	Creative Strategic IT Leadership	
Amman	22 May 2 Jun	Project Cost Estimating, Budgeting and Value Engineering Skills	
Casablanca	22 May 2 Jun	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Amman	22 May 26 May	Internal Communications Masterclass	
Cairo	22 May 2 Jun	International Financial Reporting Standards	
Amman	22 May 26 May	Essential Skills for Effective Training (Certified Training Coordinator)	
KualaLumpur	22 May 26 May	Leadership, Influence & Trust - Creating Professional Strategies	
Dubai	22 May 26 May	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Cairo	22 May 2 Jun	Financial Analysis, Planning & Controlling Budgets	
Cairo	22 May 26 May	Advanced Negotiation Skills: Mastering Negotiation Skills	
Istanbul	22 May 26 May	Fluid Flow Control in the Process Industry	
Istanbul	22 May 26 May	Strategic Crisis Management: Planning for Unexpected Challenges	
Dusseldorf	23 May 3 Jun	Creative Strategic IT Leadership - Advanced	
London	23 May 3 Jun	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Trabzon	23 May 27 May	Supply Chain Risk Management	
Boston	23 May 27 May	Corporate Financial Planning, Budgeting & Control	
London	23 May 27 May	Decisions, Dynamics & Leadership Styles	
Trabzon	23 May 3 Jun	Process Plant Start-up, Commissioning & Troubleshooting	
London	23 May 27 May	Leading with Confidence: Managing and Building Confidence through Communications	
Rome	23 May 27 May	Goal Setting, Planning & Decision Making	
Istanbul	29 May 2 Jun	International Trade & Shipping	
Cairo	29 May 9 Jun	Project Cost Estimating, Budgeting and Value Engineering Skills	
Dubai	29 May 2 Jun	Essential Skills for Effective Training (Certified Training Coordinator)	
Kuwait	29 May 2 Jun	Human Error Analysis & Prevention	
SharmEl-Sheikh	29 May 9 Jun	Mini MBA: Accounting & Finance	
KualaLumpur	29 May 2 Jun	Plant Reliability: Modelling, Analysis and Prediction	
Amman	29 May 2 Jun	Strategy, Risks, Negotiation & Leadership	
Amman	29 May 9 Jun	Procurement and Supply Chain Management Best Practices	
Manama	29 May 2 Jun	Effective Purchasing and Contract Negotiation Strategies	
Istanbul	29 May 2 Jun	Contracts Administration: From Award to Completion	

City	Date	Program	€ TRAINING PLAN 2022
Cairo	29 May 2 Jun	Scaffolding, Rigging & Lifting: Safe Handling, Operation & Supervision	
London	30 May 3 Jun	Contracts Administration: From Award to Completion	
London	30 May 3 Jun	Financial Management for Projects & Contracts	
London	30 May 10 Jun	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	
Trabzon	30 May 3 Jun	Effective Purchasing, Tendering & Supplier Selection	
Trabzon	30 May 3 Jun	Contamination and Hazardous Wastes - Management and Prevention	
Trabzon	30 May 10 Jun	Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership	
Amsterdam	30 May 3 Jun	Developing Personal Effectiveness with Positive Skills	
Rome	30 May 3 Jun	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Paris	30 May 17 Jun	Project Cost Estimating Skills: Planning for Performance Excellence	
Amman	5 Jun 9 Jun	Advanced Public Relations and Excellence in Listening, Dialogue, Interaction and Syntactic Communication	
Manama	5 Jun 9 Jun	Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	
Dubai	5 Jun 16 Jun	Commanding Presence: Advanced Communication and Presentation Skills	
Istanbul	5 Jun 9 Jun	Project Management	
KualaLumpur	5 Jun 9 Jun	Developing Personal Effectiveness with Positive Skills	
Muscat	5 Jun 9 Jun	Scaffolding, Rigging & Lifting: Safe Handling, Operation & Supervision	
Manama	5 Jun 9 Jun	Supply Chain Risk Management	
Trabzon	6 Jun 10 Jun	Recruitment and Selection: Methodologies & Techniques	
Paris	6 Jun 17 Jun	Commanding Presence: Advanced Communication and Presentation Skills	
Madrid	6 Jun 10 Jun	Advanced Customer Service Management	
Amsterdam	6 Jun 10 Jun	Advanced Supervisory Skills - The Supervisor Development Program	
Vienna	6 Jun 10 Jun	Developing Personal Effectiveness with Positive Skills	
Milan	6 Jun 17 Jun	Advanced High Performance Leadership	
Geneva	6 Jun 10 Jun	Mastering People Management & Team Leadership	
Dusseldorf	6 Jun 10 Jun	Personal Effectiveness & Influencing Skills	
Cairo	12 Jun 16 Jun	Advanced Supervisory Skills - The Supervisor Development Program	
Dubai	12 Jun 16 Jun	Beyond Customer Service: Building a Customer Centric Organisation	
KualaLumpur	12 Jun 16 Jun	Advanced Financial Statements Analysis	
Dubai	12 Jun 23 Jun	Financial Analysis, Planning & Controlling Budgets	
Dubai	12 Jun 16 Jun	Linking Training to Organisational Goals	
Muscat	12 Jun 16 Jun	Management of Contracts & Contract Claims	
Dubai	12 Jun 16 Jun	Sales and Operations Planning ? Integrating the Business	
Istanbul	12 Jun 16 Jun	Logistics & Transport Management	
Kuwait	12 Jun 16 Jun	Effective Business Decisions Using Data Analysis	
Manama	12 Jun 16 Jun	Planning and Managing PR Campaigns	
Munich	13 Jun 24 Jun	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	
Vienna	13 Jun 17 Jun	Negotiating, Drafting & Understanding Contracts	
Munich	13 Jun 17 Jun	Strategic Thinking & Business Planning	
Baku	13 Jun 17 Jun	Finance, Risk Management & Corporate Governance	
London	13 Jun 17 Jun	Effective Self Management	
Amsterdam	13 Jun 17 Jun	Conference: Financial Analysis, Planning & Controlling Budgets	
London	13 Jun 17 Jun	Manpower Organisation, Succession Planning & Trend Analysis	
London	13 Jun 17 Jun	Setting & Controlling Budgets	

City	Date	Program	€TRAINING PLAN 2022
London	13 Jun 17 Jun	Task Management Skills	
Trabzon	13 Jun 17 Jun	Marine Security Management And Control As Per ISPS Code	
Istanbul	19 Jun 30 Jun	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Istanbul	19 Jun 23 Jun	Sales and Operations Planning ? Integrating the Business	
Amman	19 Jun 23 Jun	Leading Strategic HR Transformation	
Amman	19 Jun 23 Jun	Financial Management for Projects & Contracts	
Istanbul	19 Jun 23 Jun	Strategic Change Management for HR Professionals	
Casablanca	19 Jun 23 Jun	HR Skills for HR Assistants	
Istanbul	19 Jun 23 Jun	Beyond Customer Service: Building a Customer Centric Organisation	
Amman	19 Jun 23 Jun	Strategic Maintenance Planning	
Istanbul	19 Jun 23 Jun	Managing Service Quality and Customer Satisfaction	
SharmEl-Sheikh	19 Jun 23 Jun	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
Manama	19 Jun 23 Jun	Project Management: Tools and Techniques	
Milan	20 Jun 24 Jun	Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	
Lisbon	20 Jun 1 Jul	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
London	20 Jun 24 Jun	Contract Preparation and Management	
Rome	20 Jun 24 Jun	Advanced Customer Service Management	
Amsterdam	20 Jun 1 Jul	Project Cost Estimating, Budgeting and Value Engineering Skills	
Dusseldorf	20 Jun 24 Jun	Investment Management	
Baku	20 Jun 24 Jun	Security Management, Planning & Asset Protection	
Madrid	20 Jun 24 Jun	Mastering Business Etiquette & Protocol	
Tbilisi	20 Jun 1 Jul	Financial Strategy & Accounting Skills	
Muscat	26 Jun 30 Jun	Advanced Supervisory Skills - The Supervisor Development Program	
Amman	26 Jun 30 Jun	Security Officer Development Program	
Casablanca	26 Jun 30 Jun	Resolving Contractual Claims and Disputes	
KualaLumpur	26 Jun 30 Jun	Advanced Contracts & Purchasing Management	
SharmEl-Sheikh	26 Jun 30 Jun	Personal Effectiveness & Influencing Skills	
Istanbul	26 Jun 30 Jun	Conference: Financial Analysis, Planning & Controlling Budgets	
KualaLumpur	26 Jun 30 Jun	Tendering Procedures and Bid Evaluation	
Casablanca	26 Jun 7 Jul	Creative Strategic IT Leadership - Advanced	
Muscat	26 Jun 7 Jul	Project Cost Estimating, Budgeting and Value Engineering Skills	
Kuwait	26 Jun 7 Jul	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Madrid	27 Jun 1 Jul	Successful Planning, Organising & Delegating	
Trabzon	27 Jun 1 Jul	Project Management: Tools and Techniques	
Trabzon	27 Jun 1 Jul	Resolving Contractual Claims and Disputes	
Barcelona	27 Jun 1 Jul	Advanced Public Relations and Excellence in Listening, Dialogue, Interaction and Syntactic Communication	
Baku	27 Jun 1 Jul	Leadership Excellence in Handling Pressure & Stress	
Dusseldorf	27 Jun 8 Jul	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
London	27 Jun 1 Jul	Advanced Supervisory Skills - The Supervisor Development Program	
Lisbon	27 Jun 1 Jul	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Lisbon	27 Jun 8 Jul	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	

City	Date	Program	€ TRAINING PLAN 2022
Barcelona	27 Jun 1 Jul	Communication, Coordination & Leadership	
Istanbul	3 Jul 7 Jul	Setting & Controlling Budgets	
KualaLumpur	3 Jul 14 Jul	Advanced High Performance Leadership	
Amman	3 Jul 7 Jul	Advanced Customer Service Management	
KualaLumpur	3 Jul 7 Jul	Essential Skills for the New Manager & Supervisor	
Cairo	3 Jul 7 Jul	Maintenance Auditing, Benchmarking & Improvement	
Kuwait	3 Jul 7 Jul	Linking Training to Organisational Goals	
Cairo	3 Jul 7 Jul	Compensation Packages and Salary Structure	
Amman	3 Jul 14 Jul	Logistics & Supply Chain Management	
Cairo	3 Jul 7 Jul	Effective Time, Task & Work Planning	
Casablanca	3 Jul 7 Jul	Logistics & Transportation Management	
Baku	4 Jul 15 Jul	Financial Strategy & Accounting Skills	
Trabzon	4 Jul 8 Jul	Compensation Packages and Salary Structure	
Dusseldorf	4 Jul 8 Jul	Leading with Confidence: Managing and Building Confidence through Communications	
Baku	4 Jul 8 Jul	Contract & Project Risk Management & Compliance	
Boston	4 Jul 8 Jul	International Contracting	
Madrid	4 Jul 15 Jul	Certificate in Leadership & Management Excellence	
Tbilisi	4 Jul 8 Jul	Contamination and Hazardous Wastes - Management and Prevention	
London	4 Jul 8 Jul	Tendering, Procurement and Negotiation Skills	
London	4 Jul 8 Jul	Effective Performance Management	
Casablanca	10 Jul 21 Jul	Commanding Presence: Advanced Communication and Presentation Skills	
Istanbul	10 Jul 14 Jul	Contamination and Hazardous Wastes - Management and Prevention	
Casablanca	10 Jul 14 Jul	Strategy, Risks, Negotiation & Leadership	
Cairo	10 Jul 14 Jul	Contamination and Hazardous Wastes - Management and Prevention	
Manama	10 Jul 14 Jul	Communication, Coordination & Leadership	
Amman	10 Jul 14 Jul	Innovation and Excellence in Human Resources and Personnel Management	
Cairo	10 Jul 14 Jul	Leadership, Innovation & Enterprise Skills	
KualaLumpur	10 Jul 14 Jul	Leading Under Pressure: Managing Organisational & Personal Crises	
Istanbul	10 Jul 14 Jul	Effective Budgeting & Operational Cost Control	
Muscat	10 Jul 14 Jul	Contract & Project Risk Management & Compliance	
Barcelona	11 Jul 15 Jul	Project Management: Tools and Techniques	
Baku	11 Jul 15 Jul	Human Error Analysis & Prevention	
Amsterdam	11 Jul 15 Jul	Negotiation and Conflict Management in Organizations	
London	11 Jul 22 Jul	Budgeting, Forecasting and the Planning Process	
Milan	11 Jul 15 Jul	Financial Management for Projects & Contracts	
Paris	11 Jul 15 Jul	Strategic Purchasing & Supply Management	
Dusseldorf	11 Jul 15 Jul	Advanced Selection, Interviewing & Recruitment Skills	
Trabzon	11 Jul 15 Jul	Production, Planning, Scheduling and Control	
SharmEl-Sheikh	17 Jul 21 Jul	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
SharmEl-Sheikh	17 Jul 21 Jul	Leadership, Influence & Trust - Creating Professional Strategies	
Kuwait	17 Jul 21 Jul	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Cairo	17 Jul 28 Jul	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
KualaLumpur	17 Jul 21 Jul	Purchasing Techniques, Negotiating & Cost Reduction	
Manama	17 Jul 21 Jul	Strategic Purchasing & Supply Management	

City	Date	Program	€ TRAINING PLAN 2022
Dubai	17 Jul 21 Jul	Sales & Marketing Strategies	
Dubai	17 Jul 21 Jul	Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	
Dubai	17 Jul 21 Jul	Management Skills and Techniques	
Muscat	17 Jul 21 Jul	Linking Training to Organisational Goals	
Istanbul	17 Jul 21 Jul	Advanced Office Management & Effective Administration Skills	
Barcelona	18 Jul 22 Jul	Public Relations & Corporate Communications	
Paris	18 Jul 29 Jul	Advanced Contracts & Project Management	
Baku	18 Jul 22 Jul	Advanced Public Relations and Excellence in Listening, Dialogue, Interaction and Syntactic Communication	
Paris	18 Jul 22 Jul	Logistics & Transport Management	
London	18 Jul 5 Aug	Strategic IT Leadership	
Tbilisi	18 Jul 22 Jul	Financial Management for Projects & Contracts	
London	18 Jul 22 Jul	Creative Strategic IT Leadership	
London	18 Jul 22 Jul	Contract & Project Risk Management & Compliance	
Munich	18 Jul 22 Jul	Strategic Purchasing & Supply Management	
Cairo	24 Jul 28 Jul	Contract Administration: Understanding and Implementing Contractual Obligations	
SharmEl-Sheikh	24 Jul 28 Jul	Contract Risk Management & Compliance	
Amman	24 Jul 28 Jul	Talent & Succession Management Masterclass	
Kuwait	24 Jul 28 Jul	Sales & Marketing Strategies	
SharmEl-Sheikh	24 Jul 28 Jul	Strategic Sales Planning and Territory Management	
Dubai	24 Jul 28 Jul	Essential Skills for Effective Training (Certified Training Coordinator)	
Dubai	24 Jul 28 Jul	Advanced Office Management & Effective Administration Skills	
KualaLumpur	24 Jul 28 Jul	Managing & Negotiating with Consultants & Contractors	
Amman	24 Jul 28 Jul	Advanced Contracts & Purchasing Management	
London	25 Jul 29 Jul	Contractual Risk, Insurance and Indemnities	
Madrid	25 Jul 29 Jul	Process Safety Management Compliance	
Trabzon	25 Jul 29 Jul	HR Skills for HR Assistants	
Munich	25 Jul 29 Jul	Contracts Administration: From Award to Completion	
Tbilisi	25 Jul 29 Jul	Project Management	
Vienna	25 Jul 5 Aug	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Rome	25 Jul 29 Jul	Spreadsheet Skills for Planning, Forecasting & Budgeting	
Tbilisi	25 Jul 29 Jul	Effective Time, Task & Work Planning	
Muscat	31 Jul 4 Aug	Finance and Accounting for Office Administrators & Secretaries	
KualaLumpur	31 Jul 11 Aug	Certificate in Leadership & Management Excellence	
Kuwait	31 Jul 11 Aug	Project Scope and Requirements Management	
Kuwait	31 Jul 11 Aug	Mini MBA: Accounting & Finance	
Cairo	31 Jul 4 Aug	Logistics & Transport Management	
Cairo	31 Jul 4 Aug	Project Management: Tools and Techniques	
Kuwait	31 Jul 4 Aug	Strategic Sales Planning and Territory Management	
Cairo	31 Jul 11 Aug	Mini MBA: Accounting & Finance	
Casablanca	31 Jul 4 Aug	Advanced Selection, Interviewing & Recruitment Skills	
SharmEl-Sheikh	31 Jul 4 Aug	Contract Administration: Understanding and Implementing Contractual Obligations	
Manama	31 Jul 4 Aug	Conference: Financial Analysis, Planning & Controlling Budgets	
Cairo	31 Jul 4 Aug	Dynamics of Leadership	

City	Date	Program	€ TRAINING PLAN 2022
Geneva	1 Aug 5 Aug	Strategic Sales Planning and Territory Management	
Boston	1 Aug 5 Aug	Job Evaluation & Analysis	
Boston	1 Aug 5 Aug	Advanced Selection, Interviewing & Recruitment Skills	
Barcelona	1 Aug 5 Aug	Spreadsheet Skills for Planning, Forecasting & Budgeting	
Dusseldorf	1 Aug 12 Aug	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Trabzon	1 Aug 5 Aug	Dynamics of Leadership	
Dusseldorf	1 Aug 5 Aug	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Madrid	1 Aug 5 Aug	Scaffolding, Rigging & Lifting: Safe Handling, Operation & Supervision	
Dusseldorf	1 Aug 5 Aug	Recruitment and Selection: Methodologies & Techniques	
Istanbul	7 Aug 11 Aug	Tendering, Procurement and Negotiation Skills	
Cairo	7 Aug 11 Aug	Investment Management	
Cairo	7 Aug 18 Aug	Budgeting, Forecasting and the Planning Process	
Istanbul	7 Aug 11 Aug	Maintenance Auditing, Benchmarking & Improvement	
KualaLumpur	7 Aug 11 Aug	Finance and Accounting for Office Administrators & Secretaries	
Kuwait	7 Aug 11 Aug	Goal Setting, Planning & Decision Making	
Kuwait	7 Aug 11 Aug	Contract Preparation and Management	
Dubai	7 Aug 11 Aug	Goal Setting, Planning & Decision Making	
Trabzon	8 Aug 12 Aug	Leadership Excellence in Handling Pressure & Stress	
Dusseldorf	8 Aug 12 Aug	Project Management: Tools and Techniques	
Geneva	8 Aug 12 Aug	Contracts Administration: From Award to Completion	
Trabzon	8 Aug 19 Aug	Strategic Leadership: Develop the Future Vision, Prepare and Achieve the Administrative Plans	
Vienna	8 Aug 12 Aug	Advanced Supervisory Skills - The Supervisor Development Program	
Baku	8 Aug 12 Aug	High Impact Supervisory Skills	
Trabzon	8 Aug 12 Aug	Mastering Human Resource Management	
Tbilisi	8 Aug 12 Aug	Managing Vendor Qualification, Performance & Contract Compliance	
Istanbul	14 Aug 18 Aug	Advanced Supervisory Skills - The Supervisor Development Program	
Istanbul	14 Aug 25 Aug	Financial Analysis, Planning & Controlling Budgets	
SharmEl-Sheikh	14 Aug 18 Aug	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
Istanbul	14 Aug 25 Aug	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Istanbul	14 Aug 18 Aug	Leading Under Pressure: Managing Organisational & Personal Crises	
SharmEl-Sheikh	14 Aug 25 Aug	Earned Value Management for Project Performance Measurement	
Manama	14 Aug 18 Aug	Logistics & Transport Management	
Amman	14 Aug 18 Aug	Leadership, Influence & Trust - Creating Professional Strategies	
Cairo	14 Aug 18 Aug	Essential Skills for Effective Training (Certified Training Coordinator)	
Amman	14 Aug 25 Aug	Planning Projects for Performance Excellence	
Paris	15 Aug 19 Aug	Advanced Public Relations and Excellence in Listening, Dialogue, Interaction and Syntactic Communication	
Paris	15 Aug 19 Aug	Essential Skills for Effective Training (Certified Training Coordinator)	
Paris	15 Aug 2 Sep	Strategic IT Leadership	
London	15 Aug 19 Aug	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
London	15 Aug 19 Aug	Decisions, Dynamics & Leadership Styles	
London	15 Aug 19 Aug	HR Metrics and Analytics	
Trabzon	15 Aug 19 Aug	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Kuwait	21 Aug 25 Aug	Essential Skills for the New Manager & Supervisor	

City	Date	Program	€TRAINING PLAN 2022
Amman	21 Aug 25 Aug	Leading with Confidence: Managing and Building Confidence through Communications	
Kuwait	21 Aug 25 Aug	Advanced Supervisory Skills - The Supervisor Development Program	
Istanbul	21 Aug 25 Aug	Human Resources Development & Personnel Management	
Muscat	21 Aug 25 Aug	Essential Skills for Effective Training (Certified Training Coordinator)	
Muscat	21 Aug 25 Aug	Goal Setting, Planning & Decision Making	
Amman	21 Aug 25 Aug	Leadership, Innovation & Enterprise Skills	
Dubai	21 Aug 1 Sep	Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership	
KualaLumpur	21 Aug 25 Aug	Advanced Selection, Interviewing & Recruitment Skills	
Cairo	21 Aug 25 Aug	Effective Time, Task & Work Planning	
Dubai	21 Aug 25 Aug	Supply Chain and Inventory Management	
Boston	22 Aug 26 Aug	Sales & Marketing Strategies	
Tbilisi	22 Aug 26 Aug	Corporate Financial Planning, Budgeting & Control	
Baku	22 Aug 2 Sep	Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership	
Dusseldorf	22 Aug 2 Sep	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Trabzon	22 Aug 26 Aug	Finance, Risk Management & Corporate Governance	
Vienna	22 Aug 2 Sep	Strategy & Strategic Planning	
Baku	22 Aug 26 Aug	Creative Strategic IT Leadership	
Vienna	22 Aug 26 Aug	Leadership Excellence in Handling Pressure & Stress	
Muscat	28 Aug 1 Sep	Purchasing Techniques, Negotiating & Cost Reduction	
SharmEl-Sheikh	28 Aug 1 Sep	Corporate Financial Planning, Budgeting & Control	
Dubai	28 Aug 1 Sep	Managing Service Quality and Customer Satisfaction	
KualaLumpur	28 Aug 1 Sep	Safety Technology & Risk Management	
Muscat	28 Aug 1 Sep	Mastering Contract Management and Claims Mitigation	
Istanbul	28 Aug 1 Sep	Manpower Organisation, Succession Planning & Trend Analysis	
Manama	28 Aug 1 Sep	Linking Training to Organisational Goals	
Cairo	28 Aug 8 Sep	Managing Priorities, Performance & Pressure	
KualaLumpur	28 Aug 1 Sep	Process Safety Management Compliance	
Dubai	28 Aug 1 Sep	Investment Management	
KualaLumpur	28 Aug 1 Sep	Leadership, Innovation & Enterprise Skills	
London	29 Aug 2 Sep	Management - Master Class	
Boston	29 Aug 9 Sep	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Munich	29 Aug 2 Sep	Project Risk Management & Compliance	
Trabzon	29 Aug 2 Sep	Advanced Cash Flow & Working Capital Management	
Geneva	29 Aug 2 Sep	Planning and Managing PR Campaigns	
Rome	29 Aug 2 Sep	Logistics & Transportation Management	
Munich	29 Aug 2 Sep	Project Management: Tools and Techniques	
London	29 Aug 9 Sep	Procurement and Supply Chain Management Best Practices	
Baku	29 Aug 2 Sep	Leadership Development: Self-Awareness, Skills and Strategies	
Manama	4 Sep 8 Sep	Fundamentals of Finance & Accounting	
Dubai	4 Sep 8 Sep	Effective Purchasing and Contract Negotiation Strategies	
Casablanca	4 Sep 8 Sep	Effective Negotiation, Persuasion and Critical Thinking	
KualaLumpur	4 Sep 8 Sep	Logistics & Transport Management	
Kuwait	4 Sep 8 Sep	Project Management: Tools and Techniques	

City	Date	Program	€TRAINING PLAN 2022
Cairo	4 Sep 15 Sep	Procurement and Supply Chain Management Best Practices	
KualaLumpur	4 Sep 8 Sep	Effective Purchasing, Tendering & Supplier Selection	
Dubai	4 Sep 8 Sep	Tendering Procedures and Bid Evaluation	
Cairo	4 Sep 15 Sep	International Financial Reporting Standards	
Amman	4 Sep 8 Sep	Logistics & Transport Management	
Trabzon	5 Sep 9 Sep	Leading High Performing Teams	
Vienna	5 Sep 9 Sep	Accounting, Decision Making & Financial Communication	
Boston	5 Sep 9 Sep	Production, Planning, Scheduling and Control	
Lisbon	5 Sep 9 Sep	Sales & Marketing Strategies	
London	5 Sep 9 Sep	Successful Planning, Organising & Delegating	
Baku	5 Sep 9 Sep	HR - Managing the Training Function	
Boston	5 Sep 9 Sep	Effective Time, Task & Work Planning	
Munich	5 Sep 9 Sep	Fundamentals of Finance & Accounting	
Cairo	11 Sep 15 Sep	Managing & Negotiating with Consultants & Contractors	
Cairo	11 Sep 15 Sep	Mastering Contract Management and Claims Mitigation	
Amman	11 Sep 22 Sep	Planning Projects for Performance Excellence	
Casablanca	11 Sep 29 Sep	Project Cost Estimating Skills: Planning for Performance Excellence	
Casablanca	11 Sep 15 Sep	Achieving Excellence in Customer Service	
Dubai	11 Sep 15 Sep	Logistics & Transport Management	
Dubai	11 Sep 15 Sep	Creative Strategic IT Leadership	
Manama	11 Sep 15 Sep	Mastering Training Needs Analysis and Training Evaluation - Fast Track	
Amman	11 Sep 15 Sep	Managing Vendor Qualification, Performance & Contract Compliance	
Istanbul	11 Sep 15 Sep	Supply Chain and Inventory Management	
Amman	11 Sep 15 Sep	Project Management: Tools and Techniques	
Madrid	12 Sep 16 Sep	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Dusseldorf	12 Sep 16 Sep	Human Resources Development & Personnel Management	
Milan	12 Sep 23 Sep	Leadership Mastery: Realising your Leadership Potential through Self Discovery	
London	12 Sep 16 Sep	Investment Management	
Trabzon	12 Sep 23 Sep	Creative Strategic IT Leadership - Advanced	
London	12 Sep 16 Sep	Advanced Financial Statements Analysis	
Trabzon	12 Sep 16 Sep	Job Evaluation & Analysis	
London	12 Sep 16 Sep	Fluid Flow Control in the Process Industry	
Baku	12 Sep 30 Sep	Project Cost Estimating Skills: Planning for Performance Excellence	
Kuwait	18 Sep 22 Sep	Security Officer Development Program	
Casablanca	18 Sep 22 Sep	Goal Setting, Planning & Decision Making	
Manama	18 Sep 29 Sep	Financial Strategy & Accounting Skills	
Dubai	18 Sep 22 Sep	Marine Security Management And Control As Per ISPS Code	
Muscat	18 Sep 22 Sep	Managing Vendor Qualification, Performance & Contract Compliance	
Manama	18 Sep 29 Sep	Project Cost Estimating, Budgeting and Value Engineering Skills	
SharmEl-Sheikh	18 Sep 29 Sep	Logistics & Supply Chain Management	
Dubai	18 Sep 29 Sep	Budgeting, Forecasting and the Planning Process	
Casablanca	18 Sep 22 Sep	Finance and Accounting	
Kuwait	18 Sep 22 Sep	Essential Skills for Effective Training Administration (Certified Training Administrator)	
Baku	19 Sep 30 Sep	International Financial Reporting Standards	

City	Date	Program	€TRAINING PLAN 2022
Paris	19 Sep 23 Sep	Purchasing Techniques, Negotiating & Cost Reduction	
Dusseldorf	19 Sep 23 Sep	Process Safety Management Compliance	
London	19 Sep 23 Sep	Decision Making using Statistical Process Control	
Geneva	19 Sep 23 Sep	Sales & Marketing Strategies	
Rome	19 Sep 30 Sep	Advanced Communication & Problem Solving	
Boston	19 Sep 23 Sep	Effective Negotiation, Persuasion and Critical Thinking	
Amsterdam	19 Sep 23 Sep	Essential Skills for Effective Training Administration (Certified Training Administrator)	
Trabzon	19 Sep 23 Sep	Spreadsheet Skills for Planning, Forecasting & Budgeting	
Kuwait	25 Sep 6 Oct	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Istanbul	25 Sep 29 Sep	Marine Security Management And Control As Per ISPS Code	
Muscat	25 Sep 29 Sep	Security Officer Development Program	
SharmEl-Sheikh	25 Sep 29 Sep	Effective Budgeting & Operational Cost Control	
Kuwait	25 Sep 29 Sep	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
Casablanca	25 Sep 29 Sep	Financial Skills for HR Professionals	
Dubai	25 Sep 29 Sep	Strategy Building and Sustaining Competitive Advantage	
Casablanca	25 Sep 29 Sep	Effective Self Management	
Amman	25 Sep 29 Sep	Advanced Financial Statements Analysis	
Cairo	25 Sep 29 Sep	Strategic Purchasing & Supply Management	
Istanbul	25 Sep 29 Sep	Contractual Risk, Insurance and Indemnities	
Amsterdam	26 Sep 30 Sep	Finance and Accounting	
Rome	26 Sep 30 Sep	Effective Self Management	
Barcelona	26 Sep 30 Sep	Strategic Thinking & Business Planning	
London	26 Sep 30 Sep	Supply Chain Risk Management	
Paris	26 Sep 30 Sep	Financial Skills for HR Professionals	
Tbilisi	26 Sep 7 Oct	Logistics & Supply Chain Management	
Tbilisi	26 Sep 30 Sep	Negotiation and Conflict Management in Organizations	
Baku	26 Sep 30 Sep	Tendering Procedures and Bid Evaluation	
London	26 Sep 30 Sep	Internal Communications Masterclass	
Amsterdam	26 Sep 30 Sep	Media Management in Crisis Communications	
Amman	2 Oct 6 Oct	Contract Preparation and Management	
Manama	2 Oct 6 Oct	Management Skills and Techniques	
Amman	2 Oct 6 Oct	Essential Skills for Effective Training Administration (Certified Training Administrator)	
Amman	2 Oct 6 Oct	Job Evaluation & Analysis	
Amman	2 Oct 13 Oct	Earned Value Management for Project Performance Measurement	
KualaLumpur	2 Oct 6 Oct	Job Evaluation & Analysis	
SharmEl-Sheikh	2 Oct 6 Oct	Contamination and Hazardous Wastes - Management and Prevention	
Manama	2 Oct 6 Oct	Dynamics of Leadership	
Dubai	2 Oct 6 Oct	Task Management Skills	
Muscat	2 Oct 6 Oct	Personal Effectiveness & Influencing Skills	
Cairo	2 Oct 6 Oct	Strategic Change Management for HR Professionals	
London	3 Oct 7 Oct	Advanced Supervisory Skills - The Supervisor Development Program	
Munich	3 Oct 14 Oct	International Financial Reporting Standards	
Boston	3 Oct 14 Oct	Project Cost Estimating, Budgeting and Value Engineering Skills	

City	Date	Program	€ TRAINING PLAN 2022
Lisbon	3 Oct 7 Oct	Leading with Confidence: Managing and Building Confidence through Communications	
London	3 Oct 7 Oct	Resolving Contractual Claims and Disputes	
Geneva	3 Oct 7 Oct	Managing & Negotiating with Consultants & Contractors	
Baku	3 Oct 7 Oct	Advanced Customer Service Management	
Lisbon	3 Oct 7 Oct	Project Management for Supply Chain Professionals	
Istanbul	9 Oct 20 Oct	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Cairo	9 Oct 13 Oct	Hospitality Events and Conferences Management	
KualaLumpur	9 Oct 20 Oct	Planning Projects for Performance Excellence	
SharmEl-Sheikh	9 Oct 20 Oct	Leadership Mastery: Realising your Leadership Potential through Self Discovery	
Dubai	9 Oct 20 Oct	Advanced Communication & Problem Solving	
Dubai	9 Oct 13 Oct	Strategy, Risks, Negotiation & Leadership	
Istanbul	9 Oct 13 Oct	Strategic Planning & Goal Setting: Setting Business Goals, Targets & Deliverables	
Cairo	9 Oct 20 Oct	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Cairo	9 Oct 20 Oct	Business Brain Train: The Whole Brain Approach To Business Effectiveness	
KualaLumpur	9 Oct 13 Oct	Managing Vendor Qualification, Performance & Contract Compliance	
KualaLumpur	9 Oct 13 Oct	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
Dubai	9 Oct 13 Oct	Negotiating, Drafting & Understanding Contracts	
Dubai	9 Oct 20 Oct	Procurement and Supply Chain Management Best Practices	
KualaLumpur	9 Oct 13 Oct	Creative Strategic IT Leadership	
Dubai	9 Oct 13 Oct	Mastering Human Resource Management	
London	10 Oct 14 Oct	Sales and Operations Planning ? Integrating the Business	
Madrid	10 Oct 21 Oct	Advanced Strategic Planning and Implementation of Strategic Plans for Institutional Excellence EFQM	
Boston	10 Oct 14 Oct	Security Officer Development Program	
Madrid	10 Oct 14 Oct	Leading with Confidence: Managing and Building Confidence through Communications	
London	10 Oct 14 Oct	Developing Personal Effectiveness with Positive Skills	
Vienna	10 Oct 14 Oct	The Effective Accounts Assistant	
London	10 Oct 14 Oct	Leadership, Creativity and Peak Performance	
Trabzon	10 Oct 21 Oct	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Paris	10 Oct 14 Oct	Creative Strategic IT Leadership	
Munich	10 Oct 14 Oct	Marine Security Management And Control As Per ISPS Code	
Munich	10 Oct 14 Oct	Planning and Managing PR Campaigns	
Tbilisi	10 Oct 14 Oct	Effective Self Management	
Istanbul	16 Oct 27 Oct	Budgeting: Planning, Forecasting, What-if Analysis & Reporting	
Istanbul	16 Oct 20 Oct	Managing Service Quality and Customer Satisfaction	
Cairo	16 Oct 20 Oct	Process Safety Management Compliance	
KualaLumpur	16 Oct 20 Oct	Planning and Managing PR Campaigns	
Kuwait	16 Oct 27 Oct	Planning Projects for Performance Excellence	
Manama	16 Oct 27 Oct	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	
Istanbul	16 Oct 20 Oct	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Kuwait	16 Oct 27 Oct	Commanding Presence: Advanced Communication and Presentation Skills	
KualaLumpur	16 Oct 27 Oct	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Dubai	16 Oct 27 Oct	The Strategic Leader: Strategic Planning, Negotiation & Conflict Management	

City	Date	Program	€ TRAINING PLAN 2022
Boston	17 Oct 21 Oct	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Trabzon	17 Oct 21 Oct	Negotiation and Conflict Management in Organizations	
Tbilisi	17 Oct 21 Oct	Project Leadership in Action: Power, Influence, Politics and Negotiations	
Baku	17 Oct 21 Oct	Contamination and Hazardous Wastes - Management and Prevention	
Milan	17 Oct 21 Oct	Sales & Marketing Strategies	
Amsterdam	17 Oct 28 Oct	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Tbilisi	17 Oct 28 Oct	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	
Geneva	17 Oct 21 Oct	Logistics & Transport Management	
Geneva	17 Oct 21 Oct	Advanced Selection, Interviewing & Recruitment Skills	
KualaLumpur	23 Oct 3 Nov	Decision Analysis for Operation and Maintenance Professionals	
Dubai	23 Oct 3 Nov	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Dubai	23 Oct 27 Oct	Sales & Marketing Strategies	
Cairo	23 Oct 27 Oct	Financial Management for Projects & Contracts	
Istanbul	23 Oct 27 Oct	Project Management for Supply Chain Professionals	
Dubai	23 Oct 27 Oct	Leading Under Pressure: Managing Organisational & Personal Crises	
KualaLumpur	23 Oct 27 Oct	Leadership Development: Self-Awareness, Skills and Strategies	
Istanbul	23 Oct 27 Oct	Project Leadership in Action: Power, Influence, Politics and Negotiations	
Muscat	23 Oct 27 Oct	International Trade & Shipping	
Dubai	23 Oct 27 Oct	Contract Risk Management & Compliance	
Paris	24 Oct 28 Oct	Leadership, Innovation & Enterprise Skills	
Dusseldorf	24 Oct 28 Oct	Spreadsheet Skills for Planning, Forecasting & Budgeting	
Baku	24 Oct 28 Oct	Leading Strategic HR Transformation	
London	24 Oct 4 Nov	Leadership Best Practices: Enhancing Leadership for Peak Performance	
Baku	24 Oct 4 Nov	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Geneva	24 Oct 4 Nov	Creative Strategic Planning and Leadership	
Rome	24 Oct 28 Oct	The Effective Accounts Assistant	
Rome	24 Oct 4 Nov	Commanding Presence: Advanced Communication and Presentation Skills	
Dubai	30 Oct 3 Nov	Security Officer Development Program	
KualaLumpur	30 Oct 3 Nov	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Kuwait	30 Oct 3 Nov	Strategic Planning & Goal Setting: Setting Business Goals, Targets & Deliverables	
Dubai	30 Oct 3 Nov	Finance and Accounting	
Muscat	30 Oct 3 Nov	Achieving Excellence in Customer Service	
Amman	30 Oct 3 Nov	Manpower Organisation, Succession Planning & Trend Analysis	
SharmEl-Sheikh	30 Oct 3 Nov	Effective Time, Task & Work Planning	
Manama	30 Oct 3 Nov	Safety Technology & Risk Management	
Muscat	30 Oct 3 Nov	Managing Tenders, Specifications & Contracts	
Dubai	30 Oct 10 Nov	International Financial Reporting Standards	
SharmEl-Sheikh	30 Oct 3 Nov	Leadership, Innovation & Enterprise Skills	
Amman	30 Oct 3 Nov	Mastering Business Etiquette & Protocol	
KualaLumpur	30 Oct 10 Nov	Leading with Excellence	
KualaLumpur	30 Oct 3 Nov	Successful Planning, Organising & Delegating	
Rome	31 Oct 4 Nov	Human Error Analysis & Prevention	
Trabzon	31 Oct 4 Nov	High Impact Supervisory Skills	
Geneva	31 Oct 4 Nov	Conference: Financial Analysis, Planning & Controlling Budgets	

City	Date	Program	€ TRAINING PLAN 2022
Tbilisi	31 Oct 4 Nov	Effective Purchasing and Contract Negotiation Strategies	
Boston	31 Oct 4 Nov	Logistics & Transport Management	
London	31 Oct 4 Nov	Creative Strategic IT Leadership	
Barcelona	31 Oct 11 Nov	Managing Priorities, Performance & Pressure	
Rome	31 Oct 4 Nov	Leading Strategic HR Transformation	
SharmEl-Sheikh	6 Nov 10 Nov	Climate Change & Emissions Trading Services	
SharmEl-Sheikh	6 Nov 10 Nov	Supply Chain Risk Management	
Manama	6 Nov 10 Nov	Innovation and Excellence in Human Resources and Personnel Management	
Manama	6 Nov 17 Nov	Strategy & Strategic Planning	
Istanbul	6 Nov 10 Nov	Managing Tenders, Specifications & Contracts	
Cairo	6 Nov 10 Nov	Handling Information Overload	
Istanbul	6 Nov 10 Nov	Advanced Negotiation Skills: Mastering Negotiation Skills	
KualaLumpur	6 Nov 10 Nov	Advanced Office Management & Effective Administration Skills	
Istanbul	6 Nov 10 Nov	Maintenance Auditing, Benchmarking & Improvement	
Amman	6 Nov 10 Nov	Effective Budgeting & Operational Cost Control	
Muscat	6 Nov 10 Nov	Contract Preparation and Management	
Boston	7 Nov 11 Nov	Project Management for Supply Chain Professionals	
Vienna	7 Nov 18 Nov	Managerial Accounting for Non-Financial Professionals: Information for Planning, Decision Making and Control	
Boston	7 Nov 11 Nov	Financial Skills for HR Professionals	
Milan	7 Nov 11 Nov	Managing & Negotiating with Consultants & Contractors	
Milan	7 Nov 18 Nov	Project Cost Estimating, Budgeting and Value Engineering Skills	
Baku	7 Nov 18 Nov	Advanced High Performance Leadership	
Dusseldorf	7 Nov 11 Nov	Safety Technology & Risk Management	
Boston	7 Nov 11 Nov	HR Skills for HR Assistants	
Vienna	7 Nov 11 Nov	Scaffolding, Rigging & Lifting: Safe Handling, Operation & Supervision	
Paris	7 Nov 11 Nov	Strategic Crisis Management: Planning for Unexpected Challenges	
SharmEl-Sheikh	13 Nov 24 Nov	Commanding Presence: Advanced Communication and Presentation Skills	
KualaLumpur	13 Nov 17 Nov	Contract Administration: Understanding and Implementing Contractual Obligations	
Istanbul	13 Nov 17 Nov	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
Muscat	13 Nov 24 Nov	Decision Analysis for Operation and Maintenance Professionals	
Casablanca	13 Nov 17 Nov	Advanced Cash Flow & Working Capital Management	
Dubai	13 Nov 17 Nov	Innovation and Excellence in Human Resources and Personnel Management	
Casablanca	13 Nov 17 Nov	Managing & Negotiating with Consultants & Contractors	
KualaLumpur	13 Nov 17 Nov	Advanced Negotiation Skills: Mastering Negotiation Skills	
Dubai	13 Nov 17 Nov	Recruitment and Selection: Methodologies & Techniques	
Istanbul	13 Nov 17 Nov	Tendering Procedures and Bid Evaluation	
Muscat	13 Nov 17 Nov	Project Risk Management & Compliance	
Geneva	14 Nov 25 Nov	Achieving Career Success: Breakthrough Strategies for Workplace Excellence	
Baku	14 Nov 18 Nov	Security Management, Planning & Asset Protection	
Baku	14 Nov 18 Nov	Communication, Coordination & Leadership	
Geneva	14 Nov 25 Nov	Budgeting: Planning, Forecasting, What-if Analysis & Reporting	
Trabzon	14 Nov 25 Nov	Logistics & Supply Chain Management	
Dusseldorf	14 Nov 18 Nov	Effective Business Decisions Using Data Analysis	
London	14 Nov 18 Nov	Human Error Analysis & Prevention	

City	Date	Program	€TRAINING PLAN 2022
London	14 Nov 18 Nov	Planning and Managing PR Campaigns	
Rome	14 Nov 18 Nov	Marine Security Management And Control As Per ISPS Code	
Dubai	20 Nov 24 Nov	Communication, Coordination & Leadership	
Muscat	20 Nov 24 Nov	Effective Budgeting & Operational Cost Control	
Cairo	20 Nov 24 Nov	Project Risk Management & Compliance	
Dubai	20 Nov 24 Nov	Tendering, Procurement and Negotiation Skills	
Dubai	20 Nov 1 Dec	Logistics & Supply Chain Management	
Amman	20 Nov 24 Nov	Managing Health and Safety in the Workplace	
Cairo	20 Nov 24 Nov	Finance and Accounting	
KualaLumpur	20 Nov 24 Nov	Corporate Financial Planning, Budgeting & Control	
Kuwait	20 Nov 24 Nov	Human Resources Development & Personnel Management	
Amman	20 Nov 24 Nov	Internal Communications Masterclass	
Baku	21 Nov 25 Nov	Decisions, Dynamics & Leadership Styles	
Lisbon	21 Nov 2 Dec	Commanding Presence: Advanced Communication and Presentation Skills	
Barcelona	21 Nov 25 Nov	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Boston	21 Nov 25 Nov	Leading Under Pressure: Managing Organisational & Personal Crises	
Munich	21 Nov 25 Nov	Advanced Customer Service Management	
London	21 Nov 25 Nov	Strategic Maintenance Planning	
Madrid	21 Nov 25 Nov	Media Management in Crisis Communications	
London	21 Nov 25 Nov	Mastering Training Needs Analysis and Training Evaluation - Fast Track	
Lisbon	21 Nov 25 Nov	Effective Budgeting, Planning & Control	
London	21 Nov 25 Nov	Contract Preparation and Management	
Kuwait	27 Nov 1 Dec	Project Management for Supply Chain Professionals	
Muscat	27 Nov 1 Dec	Production, Planning, Scheduling and Control	
Istanbul	27 Nov 8 Dec	Logistics & Supply Chain Management	
Cairo	27 Nov 1 Dec	Leadership, Creativity and Peak Performance	
Dubai	27 Nov 1 Dec	Achieving Excellence in Customer Service	
Kuwait	27 Nov 1 Dec	Scaffolding, Rigging & Lifting: Safe Handling, Operation & Supervision	
Muscat	27 Nov 1 Dec	Managing Multiple Tasks, Meetings & Priorities & Deadlines	
Muscat	27 Nov 1 Dec	Contracts Administration: From Award to Completion	
SharmEl-Sheikh	27 Nov 1 Dec	Task Management Skills	
SharmEl-Sheikh	27 Nov 8 Dec	Planning Projects for Performance Excellence	
Cairo	27 Nov 1 Dec	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Istanbul	27 Nov 1 Dec	Planning and Managing PR Campaigns	
Manama	27 Nov 1 Dec	Mastering People Management & Team Leadership	
Trabzon	28 Nov 2 Dec	Mastering Human Resource Management	
Dusseldorf	28 Nov 2 Dec	Finance, Risk Management & Corporate Governance	
London	28 Nov 2 Dec	Process Safety Management Compliance	
Milan	28 Nov 2 Dec	Public Relations & Corporate Communications	
Trabzon	28 Nov 2 Dec	Strategic Thinking & Business Planning	
Lisbon	28 Nov 2 Dec	Resolving Contractual Claims and Disputes	
Lisbon	28 Nov 2 Dec	Mastering People Management & Team Leadership	
Baku	28 Nov 2 Dec	Implementing and Managing a Customer Complaints System	
Dusseldorf	28 Nov 2 Dec	Mastering Training Needs Analysis and Training Evaluation - Fast Track	

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Barcelona	28 Nov 2 Dec	Strategic Crisis Management: Planning for Unexpected Challenges	
Cairo	4 Dec 8 Dec	Safety Technology & Risk Management	
KualaLumpur	4 Dec 8 Dec	Finance, Risk Management & Corporate Governance	
KualaLumpur	4 Dec 15 Dec	Creative Strategic IT Leadership - Advanced	
Istanbul	4 Dec 8 Dec	Mastering Business Etiquette & Protocol	
Amman	4 Dec 8 Dec	Strategic Change Management for HR Professionals	
Kuwait	4 Dec 8 Dec	Finance, Risk Management & Corporate Governance	
Dubai	4 Dec 8 Dec	Leadership Development: Self-Awareness, Skills and Strategies	
Amman	4 Dec 15 Dec	Logistics & Supply Chain Management	
Dubai	4 Dec 15 Dec	Mini MBA: Accounting & Finance	
Cairo	4 Dec 15 Dec	Commanding Presence: Advanced Communication and Presentation Skills	
Dubai	4 Dec 8 Dec	Advanced Communication and Interpersonal Skills	
London	5 Dec 9 Dec	Recruitment and Selection: Methodologies & Techniques	
Paris	5 Dec 16 Dec	Decision Analysis for Operation and Maintenance Professionals	
London	5 Dec 9 Dec	Fundamentals of Finance & Accounting	
Madrid	5 Dec 9 Dec	Setting & Controlling Budgets	
London	5 Dec 9 Dec	Negotiation and Conflict Management in Organizations	
Barcelona	5 Dec 9 Dec	Managing Service Quality and Customer Satisfaction	
Barcelona	5 Dec 9 Dec	Contract Risk Management & Compliance	
Barcelona	5 Dec 9 Dec	Contract Preparation and Management	
Istanbul	11 Dec 15 Dec	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)	
Kuwait	11 Dec 15 Dec	Advanced Selection, Interviewing & Recruitment Skills	
KualaLumpur	11 Dec 22 Dec	Process Plant Start-up, Commissioning & Troubleshooting	
Cairo	11 Dec 15 Dec	Advanced Customer Service Management	
KualaLumpur	11 Dec 15 Dec	Compensation Packages and Salary Structure	
Istanbul	11 Dec 15 Dec	Project Management: Tools and Techniques	
KualaLumpur	11 Dec 15 Dec	Contractual Risk, Insurance and Indemnities	
Kuwait	11 Dec 15 Dec	Process Safety Management Compliance	
Istanbul	11 Dec 15 Dec	Human Resources Development & Personnel Management	
SharmEl-Sheikh	11 Dec 15 Dec	Leadership, Creativity and Peak Performance	
Cairo	11 Dec 15 Dec	HR - Managing the Training Function	
Cairo	11 Dec 15 Dec	Finance and Accounting for Office Administrators & Secretaries	
Tbilisi	12 Dec 16 Dec	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
Trabzon	12 Dec 16 Dec	Mastering People Management & Team Leadership	
Baku	12 Dec 16 Dec	Purchasing Techniques, Negotiating & Cost Reduction	
London	12 Dec 16 Dec	Strategic Thinking & Business Planning	
Tbilisi	12 Dec 16 Dec	Contract & Project Risk Management & Compliance	
Baku	12 Dec 16 Dec	Plant Reliability: Modelling, Analysis and Prediction	
Vienna	12 Dec 16 Dec	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	
London	12 Dec 16 Dec	Mastering Business Etiquette & Protocol	
Muscat	18 Dec 22 Dec	Strategic Planning, Communication, Measurement & Implementation	
Muscat	18 Dec 22 Dec	Contamination and Hazardous Wastes - Management and Prevention	
KualaLumpur	18 Dec 22 Dec	Strategic Sales Planning and Territory Management	
Casablanca	18 Dec 29 Dec	Leadership Best Practices: Enhancing Leadership for Peak Performance	

City	Date	Program	€TRAINING PLAN 2022
Dubai	18 Dec 22 Dec	Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	
Cairo	18 Dec 22 Dec	Project Management: Tools and Techniques	
Istanbul	18 Dec 22 Dec	HR Metrics and Analytics	
Cairo	18 Dec 22 Dec	High Impact Supervisory Skills	
Amman	18 Dec 22 Dec	Advanced Supervisory Skills - The Supervisor Development Program	
Dubai	18 Dec 22 Dec	Mastering People Management & Team Leadership	
Muscat	18 Dec 22 Dec	Strategy Building and Sustaining Competitive Advantage	
Madrid	19 Dec 23 Dec	Logistics & Transportation Management	
Trabzon	19 Dec 23 Dec	Setting & Controlling Budgets	
Tbilisi	19 Dec 23 Dec	Decision Making using Statistical Process Control	
London	19 Dec 6 Jan	Project Cost Estimating Skills: Planning for Performance Excellence	
Geneva	19 Dec 23 Dec	Effective Business Decisions Using Data Analysis	
Geneva	19 Dec 23 Dec	Hospitality Events and Conferences Management	
Baku	19 Dec 23 Dec	Strategic Purchasing & Supply Management	
Barcelona	19 Dec 30 Dec	Commanding Presence: Advanced Communication and Presentation Skills	
Vienna	19 Dec 23 Dec	Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	
Dubai	25 Dec 29 Dec	Advanced Public Relations and Excellence in Listening, Dialogue, Interaction and Syntactic Communication	
Dubai	25 Dec 5 Jan	Strategic Planning, Management Control & Effective Budgeting	
Kuwait	25 Dec 29 Dec	Purchasing Techniques, Negotiating & Cost Reduction	
Dubai	25 Dec 29 Dec	Effective Time, Task & Work Planning	
KualaLumpur	25 Dec 29 Dec	Managing Health and Safety in the Workplace	
KualaLumpur	25 Dec 29 Dec	Leading High Performing Teams	
Istanbul	25 Dec 29 Dec	Managing & Negotiating with Consultants & Contractors	
Muscat	25 Dec 29 Dec	Communication, Coordination & Leadership	
Manama	25 Dec 5 Jan	Strategic Leadership: Develop the Future Vision, Prepare and Achieve the Administrative Plans	
Dubai	25 Dec 29 Dec	Maintenance Auditing, Benchmarking & Improvement	
London	26 Dec 30 Dec	Management - Master Class	
Vienna	26 Dec 30 Dec	Investment Management	
Lisbon	26 Dec 30 Dec	Corporate Financial Planning, Budgeting & Control	
Amsterdam	26 Dec 6 Jan	Commanding Presence: Advanced Communication and Presentation Skills	
Paris	26 Dec 30 Dec	Contract Preparation and Management	
London	26 Dec 30 Dec	Setting & Controlling Budgets	
Geneva	26 Dec 30 Dec	Advanced Cash Flow & Working Capital Management	
Tbilisi	26 Dec 30 Dec	Job Evaluation & Analysis	
Rome	26 Dec 30 Dec	Contract Administration: Understanding and Implementing Contractual Obligations	
Amsterdam	26 Dec 30 Dec	Tendering Procedures and Bid Evaluation	