





Code	Category	Course	Start Date	End Date	City
817		Leadership Excellence, Administrative Creativity, Change Skills, and Strategic Planning			
14		Finance & Accounting for the Oil & Gas Industry			
15		Pumps, Compressors and Turbines: Selection, Operation & Maintenance			
16		Oil and Gas Laboratory Operations Management MBA			
6		Driving Business Performance with Social Media for Motivation of Employees			
549		Communicating to Your Senior Management and Key Stakeholders			
9		Successful Management for Business Achievement (The 5 Day MBA)			
937		Customs Procedures and Documentation			
12		Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership & Develop Talent			



18	Fundamentals of Mechanical Technology	
595	Communication Skills	
596	Administrative & Executive Secretarial Skills	
598	Accounts Payable From Accounting to Management (Planning, Organizing and Achieving Best Practices)	
762	Payroll Accounting	
21	Process Plant Optimisation & Energy Conservation	
23	Vibration Monitoring, Analysis, Alignment & Balancing	
25	Cyber Law	
27	Fundamentals of Chemical Engineering	
29	Concrete Structural Design for Industrial	
31	Fluid Flow Control in the Process Industry	
664	PORT MANAGEMENT AND OPERATIONS	
829	Measurement Uncertainty	



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34	Understanding the Codes: ASME Boiler & Pressure Vessel Code, and B31 Pressure Piping Codes	
37	Oil and Gas Marine Terminals: Operations, Management and Safety in Accordance with International Standards	
40	Corporate Finance	
42	International Financial Reporting Standards	
782	Safety and Security Management	
45	Financial Analysis, Planning & Control	
46	Oil & Gas Accounting & Performance Measurement	
49	Business Financial & Accounting Skills	
51	Managerial Accounting: Information for Planning, Decision Making and Control	
652	Planning, creativity and forecasting of Purchasing and Supply chain management	
783	Security Leadership Essentials for Managers	



	Finance, Risk
56	Management & Corporate Governance
57	Fundamentals of Finance & Accounting
58	Advanced Cash Flow & Working Capital Management
844	Best Practices in Leadership and Performance for Achieving Goals
61	Accounting, Decision Making & Financial Communication
709	Materials of Construction for Process Equipment and Piping Systems
64	The Advanced Finance Leaders Programme
66	IOSH Managing Safely
69	Contamination and Hazardous Wastes Management and Prevention
941	AI-Driven Logistics: Enhancing Supply Chain Efficiency
637	Excellence and Innovation Leader for Managers Security and Safety



_	Developing an	
73	Effective Safety Culture	
649	SOLAR ENERGY PROJECTS MANAGEMENT	
726	Modern Security Management and Effective Security Planning Practices	
76	Leading Under Pressure: Managing Organisational & Personal Crises	
78	Oil & Gas Operational Safety	
80	Industrial Hygiene	
82	Marine Security Management and Control as per ISPS Code	
770	Strategic Performance Management Using an Executive Dashboard	
84	Advanced Process HAZOP	
85	ADVANCED SAFETY AUDIT (ASA)	
732	Information Storage and Management	
88	Climate Change & Emissions Trading Services	



90	Safety Compliance & Site Inspection (Professional Health & Safety)	
92	Process Safety Management Compliance	
93	Strategic Crisis Management: Planning for Unexpected Challenges	
702	Supplier Performance Professional	
95	Workplace Mediation and Conflict Resolution Skills	
765	Accounting for Non Accountants	
839	Developing Revenue and Debt Collection Skills	
843	Implementing and Administering Cisco Solutions v2.0 (CCNA)	
99	Strategic Change Management for HR Professionals	
100	The Manpower Planning Masterclass (Professional Manpower Planner)	
102	Recruitment and Selection: Methodologies & Techniques	



103	Managing and Coordinating Training Proactively	
104	The HR Administrator	
106	The Training Analyst	
846	Laboratory Quality Risk Management- Tools & Techniques	
107	Talent & Succession Management Masterclass	
108	The 5 Day MBA in HR	
109	Mastering Training Needs Analysis and Training Evaluation	
110	Mastering Training Needs Analysis and Training Evaluation & Maximising Training ROI	
944	Digital Contracts and E-Procurement: Best Practices and Strategies	
113	Leading Strategic HR Transformation	
897	Project Portfolio Management	
822	Payroll System Selection and Implementation	
115	Professional Master Trainer	



856	Arts and Skills of Litigation and Defense Procedures in Courts	
117	Financial Skills for HR Professionals	
837	API 653 ABOVE GROUND STORAGE TANK INSPECTOR	
854	Claims & Counter Claims Management	
814	Skills of Field Security Survey, Inspection and Security Control	
124	Professional Business System Analyst	
125	Internal Consultancy Skills at Work	
757	Developing the legal and Practical Aspects of legal Consultancy	
127	Leading with Emotional Intelligence: Psychology of Leadership (Professional Leader)	
129	Building Personal Leadership Skills : Creating Stronger Relationships for a Stronger Organisation	
130	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	



132	Advanced Management & Leadership
133	The Middle Manager Development Programme: Creating Future Leaders
135	High Impact Supervisory Skills
853	Building Skills and Managerial skills for Working in Teams: Igniting Passion, Activating Potential and Stress
500	Leadership, Influence & Trust : Creating Professional Strategies
140	Cost Accounting Techniques & Skills For Businesses & Industries
751	Simplification of Work Processes and Procedures
143	The Senior Secretary Development (Professional Secretary Development)
145	Professional Office Manager
146	Systematic Fundamentals to Construct Security Leaders



808	Lead Auditor (ISO 9001)	
148	Succeeding as a New Manager	
152	Leadership Development: Self Awareness, Skills and Strategies	
153	Leadership Master Class	
298	Advanced Communication & Problem Solving	
542	Supporting and Troubleshooting Windows 10	
755	Effective Budgeting and Cost Control	
160	Commanding Presence: Advanced Communication and Presentation Skills	
162	The Virtual Leader: Developing & Leading Teams	
734	Six Sigma Yellow Belt	
165	Successful Planning, Organising & Delegating	
167	Effective People Skills	
687	Corporate Governance and Institutional Development	



644	Safety Engineering & Risk Assessment	
170	TQM Continuous Improvement Internal Auditing Reporting Skills	
171	Negotiating & Dispute Resolutions	
781	Advanced Contract Management	
173	Advanced Problem Solving & Decision Making	
178	Foster Teamwork & Cooperation Skills	
179	10 Tools for Highly Effective Managers	
181	Skills For Women at Work	
183	Public Relations and Media Skills	
942	Associate Safety Professional (ASP) Preparation Course	
632	Process Equipment & Piping Systems: Application, Design & Operation	
539	Governance Risk Management and Compliance (GRC)	
186	Customer Service Professional	
187	Power Selling	



189	Beyond Customer Service: Building a Customer Centric Organisation	
191	Key Account Management: Establishing Profitable Customer Relationships	
656	Review of architectural designs and characterization of materials	
194	Hospitality Events and Conferences Management	
776	Electrical Power Systems for Non Engineers	
196	Marketing Professional	
197	Planning and Managing PR Campaigns MBA	
198	Advanced Public Relations	
199	The Sales & Marketing Management MBA	
201	Project Planning, Scheduling and Cost Estimating Skills	t
880	NEBOSH HSE in Process Safety Management Certification Preparation Course	



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204	Warehouse Management: Strategy, Implementation & Control	
206	The Essentials of Contracting & Contract Negotiation	
723	Electrical & Instrumentation Design, Installation & Operation	
208	The Strategic Buyer	
738	Security Leadership in Emergencies and Crises	
743	Crisis Management & Risk	
758	Crisis Leadership and Human Behaviour	
647	Project Management Professional (PMP)	
212	Agile Project Management	
214	Supply Chain: Concept, Solution & Application	
216	Construction Contracts Master Class	
218	Claim & Counter Claim Management	
220	Implementing the Pre Award Phase of a Project or Major Procurement	



224	Resolving Contractual Claims and Disputes	
226	Sales & Marketing Strategies	
979	Artificial Intelligence (AI) in Procurement and Supply Chain Management	
229	Tendering Procedures and Bid Evaluation	
230	Supply Chain Risk Management	
835	Corrosion & Materials and Corrosion Control	
866	Accounts Payable - Planning, Organising and Achieving Best Practice	
791	Advanced Effective Performance and indicators Management	
235	Data Analysis Techniques for Engineers & Technologists	
236	Advanced Vibration Analysis	
614	The Support Staff and Administrative Assistant	
239	Fundamentals of Asset	
241	Machinery Failure, Vibration & Predictive Maintenance	



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244	Building Task Leadership Skills	
246	Event Management Essentials Effective Events Management	
681	Cyber Security Specialist	
249	Managing Multiple Tasks, Priorities & Deadlines	
741	HR Business Partner	
251	Project Management Specialist	
252	Project Scheduling & Cost Planning Skills	
253	Project Start up Seminar	
254	Risk Assessment & Risk Management for Oil & Gas Projects	
810	Lead Auditor (ISO 45001)	
812	Occupational Safety and Health Act (OSHA)	
256	Value Engineering Skills	
764	VMware vSphere	
260	Advanced Problem Solving & Decision Making Creative Problem Solving for Innovative Leadership	



265	Communication, Coordination & Leadership	
270	Strategic Crisis Management	
272	Professional Strategic Planning Skills	
805	Managing Successful Programmes	
678	Strategic HR Business Partner	
978	TQM Implementation in IT Management Based on ISO 20000	
294	Financial Analysis, Planning & Controlling Budgets	
639	Strategic internal communication	
295	Financial Analysis, Modelling & Forecasting	
602	Strategy Design Bootcamp	
301	Goal Setting, Planning & Decision Making	
303	Leadership Development Self Awareness Skills and Strategies	
305	Office Management & Effective Administration Skills	
771	Load Forecasting and System Upgrade	



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309	The Leadership Challenge Inspire Enable and Encourage	
728	Risk Analysis and Security Scanning	
310	The Leadership Journey Communication Innovation & Vision	
674	Quality Management Professional	
312	Achieving Career Success Breakthrough Strategies for Workplace Excellence	
628	Strategic Thinking & Business Planning	
551	Archiving & Filing	
316	Mergers and Acquisitions	
819	Security Management	
577	Substation Safety	
579	System Earthing and Protective Earthing in Utilities and Industrial Electrical Networks	
581	GPRS Technical Overview	
583	SQL Server Performance Tuning and Optimization	
585	Business Analytics Capstone	



587	Implementing and Configuring Cisco Identity Services Engine v3.0 (SISE)	
589	Managing Enterprise Networks with Prime Infrastructure	
591	Maintenance Planning and Scheduling	
321	Supervisory Skills And Development of leadership	
841	MCSA Windows Server 2019	
324	Integrating Budgeting, Forecasting and Business Planning	
325	Project Cost Estimating, Budgeting and Value Engineering Skills	
737	Specification for Preparation of Piping and Instrumentation	
754	Contract Negotiation Skills	
327	The Essentials of Budgeting & Business Finance	
329	Budget Preparation Skills	
331	Corporate Financial Planning, Budgeting & Control	



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668	Skills of preparing, drafting and writing technical and engineering reports	
333	Financial Strategy & Accounting Skills	
735	ASQ Approved Lean Six Sigma Green Belt	
493	Communication & Planning Skills for Administrative Professionals	
335	Financial Accounting & Reporting	
775	Smart Grid for Non Engineers	
666	Leadership and Corporate Communication	
336	Customer Service Mindset	
338	Marketing Channels Distribution Channel Management	
340	Key Accounts Management & Client Development	
879	API 653: Tank Inspection, Repair, Alteration and Reconstruction	
352	The Customer Service & Public Relations Masterclass	



345	Coaching for Success in the Oil & Gas Industry	
862	Network Engineering for Information Systems Protection	
864	Project Management Professional (PMP) Certification Preparation Course	
348	Linking Training to Organisational Goals	
790	Key Performance Indicators	
350	HR Skills for HR Administrators	
784	Security Management, Planning and Asset Protection with Integrated Security Solutions	
354	Customer Service Excellence	
355	Advanced Customer Service Management	
676	Contractual Risk, Insurance and Indemnities	
357	Sales Professional	
358	Executive Office Administration and Secretarial Skills	



362	Process Equipment & Piping Systems Failures, Failure Prevention and Repairs	
772	Power Distribution Equipment	
364	Shutdowns, Turnarounds and Outages	
748	Security Crisis Management	
366	Crisis Management & Emergency Response for the Oil and Gas Industry	
368	Leading Under Pressure	
370	Marine Pollution and Management	
607	Corporate Social Responsibility	
374	Advanced Occupational Safety and Health Administration	
375	Security Management,Planning & Asset Protection	
850	Finance for Non- Finance Professionals	
930	Financial Management for Oil and Gas Companies & Petrochemical Industries	



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778	The Security Officer Development	
818	Effective Planning and Excellence in Management and Team Building	
792	HR KPI and Metrics	
541	Strategies for the security of documents and electronic information	
832	Bolting and Flange Joint Integrity Specialist	
654	Materials and Supply Chain Management	
660	The art of preparing tenders and negotiation tactics with suppliers in project management	
382	Pumps, Valves: selection and Maintenance	
384	Construction Quality Control and Site Inspection	
593	Quality Assurance and Accreditation for higher Educational Institutes	
385	Power Stability Control and Interpersonal Skills	
777	Effective Financial Modelling in the Power Industry	



387	Pumps, compressor and turbine: Selection, Operation & Maintenance	
389	Surface Production Operations	
505	Contract Administration Understanding and Implementing Contractual Obligations	
507	Contracts Reading, Writing & Negotiating	
509	Principles & Practices for the Upstream Sector of the Oil & Gas Industry (Asset Management)	
511	Decision Analysis for Operation & Maintenance Professionals	
513	Advanced Strategic Management : Business Strategy Management	
515	Effective Organisational Leadership	
517	Strategic Leadership	
519	Strategy Excellence	
521	Data Analysis Techniques	
523	Oil and Gas Marine Terminals	



525	Root Cause Failure Analysis	
552	Control and electronic archiving for Office Managers	
680	Information Security Management System	
394	Maintenance Management: Developing & Enhancing Maintenance Strategies	
396	Working & Safety in Chemical Laboratory, Preparation & Take Sample Workshop	
398	UPS Systems & Battery Chargers: Maintenance & Troubleshooting	
621	Process Instrumentation: Process Control & Loop Tuning	
400	Modern Maintenance Technologies: Challenging Traditional Approaches in Maintenance	
610	Efficient Administration Skills	
613	The Office Professional and Records Management Masterclass	



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403	LV/MV/HV Circuit Breakers (Switchgear): Inspection, Maintenance, Design, Repair & Troubleshooting	
405	Implementing Effective Preventive & Predictive Maintenance Programmes	
651	Qlik Sense Training	
406	Electrical distribution network, operation and control	
608	Social Media Marketing and Networking	
407	Well Design and Engineering	
409	Maintenance & Reliability Best Practices: Lowering Life Cycle Cost of Equipment	
858	Certificate in Supply Chain Management	
716	Achieving CMMS Data Integrity	
689	Treasury Professional	
414	Electrical Faults: Causes, Analysis, Detection & Remedies	
417	Maintenance Planning Schedule & Work Control	



945	Fundamentals of Artificial Intelligence (AI): From Theory to Practice	
418	Safe Operation & Maintenance of Circuit Breakers and Switchgears	
419	Inspection, Evaluation and Repair of Process Plant Equipment and Connected Piping	
420	Advanced Maintenance Management	
612	International Financial Reporting Standards IFRS and Updates	
683	IT Systems: Identity and Access Management	
422	Safety Technology & Risk Management	
673	Preparation for Risk Management Professional	
425	International Fire Incident Investigation	
703	Leading and Managing Vendor Relations	
719	Facility Planning and Management	
427	Essential Skills for Effective Training Administration	



825	Implementing and Operating Cisco Data Center Core Technologies (DCCOR)	
429	Managing the Training Function (Professional Training Manager)	
860	Financial Risk Management (CFRM	
826	Strategic Education and Training for Academic and Institutional Partnerships	
431	Mastering Human Resource Management	
432	Manpower Organisation, Succession Planning & Trend Analysis	
433	Enhancing the Skills of Training Co Ordinator	
435	Preparing and Developing Training Specialist and Coordinators	
883	International Procurement Professional (CIPP) Certification Preparation Course	
623	Effective Leadership Transforming your Mind and Enhancing Communication Skills	



439	Leadership, Creativity and Peak Performance		
438	The HR Administrators Role		



