



JANUARY

Course Title	Venue	Category	DATE	Duration
Financial Analysis, Planning & Controlling Budgets	South Africa	BUDGETING AND COST CONTROL	7-11 JAN	5-DAYS
Setting & Controlling Budgets	South Africa	BUDGETING AND COST CONTROL	14-18 JAN	5-DAYS
Financial Statements Analysis	South Africa	BUDGETING AND COST CONTROL	21-25 JAN	5-DAYS
Treasury and Risk Management	South Africa	BUDGETING AND COST CONTROL	28 JAN - 1 FEB	5-DAYS
Information & Documentation Compliance	South Africa	BUSINESS FUNDAMENTALS	7-11 JAN	5-DAYS
Strategic Thinking, Analysis and Planning	South Africa	BUSINESS FUNDAMENTALS	14-18 JAN	5-DAYS
Dispute Management & Avoidance in the Energy Sector	South Africa	BUSINESS FUNDAMENTALS	21-25 JAN	5-DAYS
Supply Market Analysis	South Africa	BUSINESS FUNDAMENTALS	28 JAN - 1 FEB	5-DAYS
Advanced Office Management & Effective Administration Skills	Dubai	FACILITIES MANAGEMENT / ENGINEERING	7-11 JAN	5-DAYS
Developing Core Skills for Administrators & Secretaries	Dubai	FACILITIES MANAGEMENT / ENGINEERING	14-18 JAN	5-DAYS
Professional Skills for Administrators & Secretaries	Dubai	FACILITIES MANAGEMENT / ENGINEERING	21-25 JAN	5-DAYS
FPSO Design and Technology	Dubai	FACILITIES MANAGEMENT / ENGINEERING	28 JAN - 1 FEB	5-DAYS
Safety in Process Equipment Design & Operation	Dubai	HEALTH SAFETY EXECUTIVE	7-11 JAN	5-DAYS
Basic Fire Safety Awareness	South Africa	HEALTH SAFETY EXECUTIVE	14 JAN	1-DAY
Professional Recruitment Analyst	Dubai	HUMAN RESOURCES MANAGEMENT	21-25 JAN	5-DAYS
Innovations in Workforce Planning, Organizational Development, Business Efficiency and Analysis	Dubai	HUMAN RESOURCES MANAGEMENT	28 JAN - 1 FEB	5-DAYS
Presentation Skills	South Africa	BUSINESS FUNDAMENTALS	7-11 JAN	5-DAYS
Anti-Harassment & Intimidation	South Africa	BUSINESS FUNDAMENTALS	14-18 JAN	5-DAYS
Negotiation Skill	South Africa	BUSINESS FUNDAMENTALS	21-25 JAN	5-DAYS
International Business Communications Skills	South Africa	BUSINESS FUNDAMENTALS	28 JAN - 1 FEB	5-DAYS
Building, Managing and Sustaining a World Class Reputation	South Africa	BUSINESS FUNDAMENTALS	15-17 JAN	5-DAYS
Customer Service for the Public Sector	South Africa	BUSINESS FUNDAMENTALS	7-18 JAN	5-DAYS
Planning and Managing PR Campaigns	South Africa	BUSINESS FUNDAMENTALS	21-25 JAN	5-DAYS
Microsoft Windows Server 2016 and Virtualization	South Africa	BUSINESS INTELLIGENCE	28 JAN - 1 FEB	5-DAYS
Office 365	South Africa	BUSINESS INTELLIGENCE	7-11 JAN	5-DAYS
Microsoft Office Suite	South Africa	BUSINESS INTELLIGENCE	14-18 JAN	5-DAYS
Understanding Finance to Influence Strategic Decisions	South Africa	FINANCE & ACCOUNTING; TAX	21-25 JAN	5-DAYS
Fundamentals of Finance & Accounting	South Africa	FINANCE & ACCOUNTING; TAX	28 JAN - 1 FEB	5-DAYS
Oil and Gas Financial Modelling - A Practical Approach	Dubai	FINANCE & ACCOUNTING; TAX	7-11 JAN	5-DAYS
International Financial Reporting Standards (IFRS) for the Oil & Gas Industry	Dubai	FINANCE & ACCOUNTING; TAX	14-18 JAN	5-DAYS
The HRM & Training Programme	South Africa	HUMAN RESOURCES MANAGEMENT	21-25 JAN	5-DAYS
The Art of Human Resource Management: Creating & Developing an Effective Personnel Function	Dubai	HUMAN RESOURCES MANAGEMENT	28 JAN - 1 FEB	5-DAYS
Employee Relationship Management	Dubai	HUMAN RESOURCES MANAGEMENT	7-18 JAN	5-DAYS
Performance Management: Setting Objectives, and KPIs	Dubai	HUMAN RESOURCES MANAGEMENT	21-25 JAN	5-DAYS
HR as a Strategic Partner	Dubai	HUMAN RESOURCES MANAGEMENT	29 JAN - 1 FEB	5-DAYS

FEBRUARY

Course Title	Venue	Category	DATE	Duration
Oil & Gas Accounting & Performance Measurement	Ghana	BUDGETING AND COST CONTROL	4-8 FEB	5-DAYS
Financial Strategy	Ghana	BUDGETING AND COST CONTROL	11-15 FEB	5-DAYS
Budgeting & Cost Management	Ghana	BUDGETING AND COST CONTROL	18-22 FEB	5-DAYS
Financial Analysis, Modelling & Forecasting	Ghana	BUDGETING AND COST CONTROL	25 FEB - 1 MAR	5-DAYS
Successful Management for Business Achievement: The 5 Day MBA	Ghana	BUSINESS FUNDAMENTALS	4-8 FEB	5-DAYS
Lean Six Sigma Green Belt Program	Ghana	BUSINESS FUNDAMENTALS	11- 15 FEB	5-DAYS
Improving Operation Performance and Productivity	Ghana	BUSINESS FUNDAMENTALS	18 - 22 FEB	5-DAYS
Advanced Mediation Skills	Ghana	BUSINESS FUNDAMENTALS	25 FEB - 1 MAR	5-DAYS
Procurement Management of Equipment and Works for World Bank Aided Projects	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	4-8 FEB	5-DAYS
Mini MBA Procurement Professionals	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	11-15 FEB	5-DAYS
Performing a Procurement GAP Analysis	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	18-22 FEB	5-DAYS
Advanced Tendering Procedures & Bid Evaluation	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	25 FEB - 1 MAR	5-DAYS
Preparing and Developing Training Specialists and Coordinators	Aberdeen	HUMAN RESOURCES MANAGEMENT	4-8 FEB	5-DAYS
Professional Training Coordinator	Aberdeen	HUMAN RESOURCES MANAGEMENT	11-15 FEB	5-DAYS
Basics of Human Resources Management	Aberdeen	HUMAN RESOURCES MANAGEMENT	18-22 FEB	5-DAYS
Leading for Organisational Impact	Aberdeen	HUMAN RESOURCES MANAGEMENT	25 FEB - 1 MAR	5-DAYS
Public Speaking and Presentation Skills	Aberdeen	BUSINESS FUNDAMENTALS	4-8 FEB	5-DAYS
Incident & Crisis Response Communication Skills	Ghana	BUSINESS FUNDAMENTALS	11-15 FEB	5-DAYS
Business Fundamentals: Professional Writing & Speaking Skills	Ghana	BUSINESS FUNDAMENTALS	18-22 FEB	5-DAYS

Strategic Internal Communication Skills	Ghana	BUSINESS FUNDAMENTALS	25 FEB - 1 MAR	5-DAYS
Introduction to Data Management	Ghana	BUSINESS INTELLIGENCE	4-8 FEB	5-DAYS
Essential MS Excel for Business and Office Professionals	Ghana	BUSINESS INTELLIGENCE	11 FEB	1-DAY
Advance MS Excel for Business and Office Professionals	Ghana	BUSINESS INTELLIGENCE	12 FEB	1-DAY
Data Analytics	Ghana	BUSINESS INTELLIGENCE	4-8 FEB	5-DAYS
Info-Graphics: Data Analysis and Reporting Techniques	Ghana	BUSINESS INTELLIGENCE	11-12 FEB	2-DAYS
Business Intelligence	Ghana	BUSINESS INTELLIGENCE	13-15 FEB	3-DAYS
Effective Presentation Skills for Finance Professionals	Aberdeen	FINANCE & ACCOUNTING; TAX	25 FEB - 1 MAR	5-DAYS
Financial Accounting & Reporting	Aberdeen	FINANCE & ACCOUNTING; TAX	4-8 FEB	5-DAYS
Managing Corporate & Islamic Finance and Corporate Governance	Aberdeen	FINANCE & ACCOUNTING; TAX	11-22 FEB	5-DAYS
Budgeting, Forecasting and the Planning Process	Aberdeen	FINANCE & ACCOUNTING; TAX	25 FEB - 1 MAR	5-DAYS
Financial Strategy & Accounting Skills	Aberdeen	FINANCE & ACCOUNTING; TAX	4-8 FEB	5-DAYS
Linking Training to Organisational Goals	Aberdeen	HUMAN RESOURCES MANAGEMENT	11-15 FEB	5-DAYS
HR Processes, Culture, & Change Management Programme	Aberdeen	HUMAN RESOURCES MANAGEMENT	18-22 FEB	5-DAYS
Essential Facilitation Skills and the Psychology of Groups	Aberdeen	HUMAN RESOURCES MANAGEMENT	25 FEB - 1 MAR	5-DAYS
Job Evaluation & Analysis Understanding Reward Management	Aberdeen	HUMAN RESOURCES MANAGEMENT	4-8 FEB	5-DAYS

MARCH				
Course Title	Venue	Category	DATE	Duration
Economic & Technical Evaluations in Engineering & Maintenance Projects	South Africa	BUDGETING AND COST CONTROL	4-8 MAR	5-DAYS
Fundamentals of Asset Management	South Africa	BUDGETING AND COST CONTROL	11-15 MAR	5-DAYS
Reducing Costs through Spares Optimisation and Rationalisation	South Africa	BUDGETING AND COST CONTROL	18-22 MAR	5-DAYS
Strategic Thinking & Business Planning	South Africa	BUDGETING AND COST CONTROL	25-29 MAR	5-DAYS
Strategy & Business Analysis	South Africa	BUSINESS FUNDAMENTALS	4 - 8 MAR	5-DAYS
Basic Formation Evaluation	South Africa	BUSINESS FUNDAMENTALS	11-15 MAR	5-DAYS
The 10-Day International Oil & Gas Business Management	South Africa	BUSINESS FUNDAMENTALS	18-29 MAR	10-DAYS
Strategic Sourcing: The Optimum Approach to Buying	London	FACILITIES MANAGEMENT / ENGINEERING	4-8 MAR	5-DAYS
Administration and Management	London	FINANCE & ACCOUNTING; TAX	11-15 MAR	5-DAYS
Key Account Management	London	FINANCE & ACCOUNTING; TAX	18-22 MAR	5-DAYS
Financial Modelling Model Tools, Design & Best Practice	London	FINANCE & ACCOUNTING; TAX	25-29 MAR	5-DAYS
Managing Training & ROI through ISO 29993:2017	London	HUMAN RESOURCES MANAGEMENT	4-8 MAR	5-DAYS
Strategic Workforce Planning Masterclass	London	HUMAN RESOURCES MANAGEMENT	11-15 MAR	5-DAYS
Mastering Training Needs Analysis & Training Evaluation	London	HUMAN RESOURCES MANAGEMENT	18-22 MAR	5-DAYS
Managing and Measuring Training, Learning and Development	London	HUMAN RESOURCES MANAGEMENT	25-29 MAR	5-DAYS
Marketing Communication	South Africa	BUSINESS FUNDAMENTALS	4-8 MAR	5-DAYS
Effective Corporate Communication for the Oil and Gas Industries	South Africa	BUSINESS FUNDAMENTALS	11-15 MAR	5-DAYS
Mastering Sales & Marketing in the Age of New Social Media	South Africa	BUSINESS FUNDAMENTALS	18-22 MAR	5-DAYS
Writing Effective Maintenance Procedures	South Africa	BUSINESS FUNDAMENTALS	25 - 29 MAR	5-DAYS
Change Management Skills	South Africa	CHANGE MANAGEMENT	4-8 MAR	5-DAYS
Managing Efficient Shutdowns & Turnarounds	South Africa	CHANGE MANAGEMENT	11-15 MAR	5-DAYS
Leading & Managing Change	South Africa	CHANGE MANAGEMENT	18-22 MAR	5-DAYS
Disruptive Innovation & Solutions in Change (D.I.S.C.)	South Africa	CHANGE MANAGEMENT	25-29 MAR	5-DAYS
Corporate Financial Planning, Budgeting & Control	South Africa	FINANCE & ACCOUNTING; TAX	4-8 MAR	5-DAYS
The Financial Excellence Programme	South Africa	FINANCE & ACCOUNTING; TAX	11-15 MAR	5-DAYS
Business Financial & Accounting Skills	South Africa	FINANCE & ACCOUNTING; TAX	18-22 MAR	5-DAYS
The Oxford 5-Day MBA in Finance	South Africa	FINANCE & ACCOUNTING; TAX	25-29 MAR	5-DAYS
Professional Job Analyst	London	HUMAN RESOURCES MANAGEMENT	4-8 MAR	5-DAYS
Aligning Training and Strategy in Your Business	London	HUMAN RESOURCES MANAGEMENT	11-15 MAR	5-DAYS
Internal Consultancy Skills at Work	London	HUMAN RESOURCES MANAGEMENT	18-22 MAR	5-DAYS
Senior HR Professional	London	HUMAN RESOURCES MANAGEMENT	25-29 MAR	5-DAYS
Refinery Process Yield Optimisation	London	PROJECT MANAGEMENT / TOOLS	4-8 MAR	5-DAYS

APRIL				
Course Title	Venue	Category	DATE	Duration
Transmission & Distribution Operation & Design Calculations	Atlanta	INSTRUMENTATION, CONTROLS AND ELECTRICAL	1-5 APR	5-DAYS
Modern Power System Protective Relaying	Atlanta	INSTRUMENTATION, CONTROLS AND ELECTRICAL	8-12 APR	5-DAYS
Transformer Operational Principles, Selection & Troubleshooting	Atlanta	INSTRUMENTATION, CONTROLS AND ELECTRICAL	15-19 APR	5-DAYS
Safety Instrumentation and Emergency Shutdown Systems	Atlanta	INSTRUMENTATION, CONTROLS AND ELECTRICAL	22-26 APR	5-DAYS
Workshop on Building, Managing and Sustaining a World Class Reputation	Atlanta	MANAGEMENT COURSES	29 APR - 1 MAY	3-DAYS
The 10-Day MBA	Atlanta	MANAGEMENT COURSES	1-12 APR	10-DAYS
The Effective Team Leader Seminar & Workshops	Atlanta	MANAGEMENT COURSES	8-12 APR	5-DAYS
Talented Professional Manager	Atlanta	MANAGEMENT COURSES	15-19 APR	5-DAYS
Offshore Inspection & Maintenance and Repair	Atlanta	OFFSHORE / SUBSEA	22-26 APR	5-DAYS
Design Engineering in Subsea Systems and Software	Atlanta	OFFSHORE / SUBSEA	29 APR - 3 MAY	5-DAYS
Next Generation Training for Subsea & Marine Operations Engineers and Asset Managers	Atlanta	OFFSHORE / SUBSEA	1-5 APR	5-DAYS
Offshore Engineering	Atlanta	OFFSHORE / SUBSEA	8-12 APR	5-DAYS
Strategic Management in Upstream Oil and Gas	Atlanta	OIL AND GAS COURSES	15-19 APR	5-DAYS
Certificate in Strategic Management in the Oil and Gas Business	Atlanta	OIL AND GAS COURSES	22-26 APR	5-DAYS
Decision Making in the Upstream Oil and Gas Industry	Houston	OIL AND GAS COURSES	1-5 APR	5-DAYS
Oil & Gas Industry Quality Management System Auditor/Lead Auditor Training	Houston	OIL AND GAS COURSES	8-12 APR	5-DAYS
The Contracts & Project Management MBA	Houston	PROJECT MANAGEMENT / TOOLS	15-26 APR	10-DAYS
Commercial and Business Contracts	Houston	PROJECT MANAGEMENT / TOOLS	22-26 APR	5-DAYS

Effective Contractor Management in Maintenance & Technical Projects	Houston	PROJECT MANAGEMENT / TOOLS	29 APR - 3 MAY	5-DAYS
Sustainability, Energy and Change: Fundamentals of Transition Engineering	Houston	QUALITY ASSURANCE / QUALITY CONTROL	1-5 APR	5-DAYS
Maintenance Strategy Development and Cost Effective Implementation	Houston	QUALITY ASSURANCE / QUALITY CONTROL	8-19 APR	10-DAYS
Concrete Quality Control on Hot Climate	Houston	QUALITY ASSURANCE / QUALITY CONTROL	15-19 APR	5-DAYS
Leadership Challenges for 21st Century Managers	Houston	MANAGEMENT COURSES	1-5 APR	5-DAYS
Team Building and Team Dynamics	Atlanta	MANAGEMENT COURSES	8-12 APR	5-DAYS
People Management Skills	Ghana	MANAGEMENT COURSES	15-19 APR	5-DAYS
Customer Experience Management	Atlanta	MANAGEMENT COURSES	22-26 APR	5-DAYS
Advanced Sales Management	Atlanta	MANAGEMENT COURSES	29 APR - 3 MAY	5-DAYS
The Oxford High Impact Strategic Leadership Programme	Houston	MANAGEMENT COURSES	1-5 APR	5-DAYS
Operational Excellence: Managing Performance	Atlanta	MANAGEMENT COURSES	8-12 APR	5-DAYS
Risk Management, Control & Compliance	Ghana	MANAGEMENT COURSES	15-19 APR	5-DAYS
Maximising Your Leadership Effectiveness	Atlanta	MANAGEMENT COURSES	29 APR - 3 MAY	5-DAYS
Stakeholder Management: Influencing & Negotiating	Atlanta	MANAGEMENT COURSES	22-26 APR	5-DAYS
Design Blast Resistance Buildings for Oil & Gas Field	Houston	OIL & GAS ENGINEERING	1-5 APR	5-DAYS
Cathodic Protection System in Oil & Gas Exploration Industry	Houston	OIL & GAS ENGINEERING	8-12 APR	5-DAYS
Fundamentals of Reservoir Engineering	Houston	OIL & GAS ENGINEERING	15-19 APR	5-DAYS
Materials of Construction for Process Equipment & Piping Systems	Houston	OIL & GAS ENGINEERING	22-26 APR	5-DAYS
Fundamentals of Deepwater Riser Engineering	Houston	OIL & GAS ENGINEERING	29 APR - 3 MAY	5-DAYS
Mini-MBA: Understanding the Dynamics of the Petrochemicals Industry	Houston	OIL AND GAS COURSES	1-5 APR	5-DAYS
Mini MBA: Understanding the Dynamics of the LNG Industry	Houston	OIL AND GAS COURSES	8-12 APR	5-DAYS
International Petroleum Business	Houston	OIL AND GAS COURSES	15-19 APR	5-DAYS
Fundamentals of Oil and Gas Exploration and Production	Houston	OIL AND GAS COURSES	22-28 APR	5-DAYS
Petroleum Geology for Non-Geologists	Houston	OIL AND GAS COURSES	29 APR - 3 MAY	5-DAYS
Certificate in Management	Houston	PROJECT MANAGEMENT / TOOLS	1-5 APR	5-DAYS
Project Budgeting & Cost Management	Houston	PROJECT MANAGEMENT / TOOLS	8-12 APR	5-DAYS
Result-Based Management (RBM): Maximizing the Effectiveness of Programs and Projects with the Organization	Atlanta	PROJECT MANAGEMENT / TOOLS	15-19 APR	5-DAYS
Mastering Workflow: Collect, Process, Organise, Review & Perform	Houston	PROJECT MANAGEMENT / TOOLS	22-26 APR	5-DAYS
The 10-Day Advanced Project Economics & Risk Management for Oil & Gas Professionals	Houston	PROJECT MANAGEMENT / TOOLS	29 APR - 10 MAY	10-DAYS
Procurement and Supply Chain Management Best Practices	Houston	SUPPLY CHAIN MANAGEMENT	1-12 APR	10-DAYS
Warehouse & Stores Management	Houston	SUPPLY CHAIN MANAGEMENT	15-19 APR	5-DAYS
Inventory & Stock Control Management	Houston	SUPPLY CHAIN MANAGEMENT	22-26 APR	5-DAYS

MAY				
Course Title	Venue	Category	DATE	Duration
Control Valves & Actuators	Houston	INSTRUMENTATION, CONTROLS AND ELECTRICAL	6-10 MAY	5-DAYS
Process Measurement, Instrumentation & Process Control	Houston	INSTRUMENTATION, CONTROLS AND ELECTRICAL	13-17 MAY	5-DAYS
Modern Wi-Fi Solutions to Instrumentation and Control	Houston	INSTRUMENTATION, CONTROLS AND ELECTRICAL	20-24 MAY	5-DAYS
Flow Measurement and Custody Transfer	Houston	INSTRUMENTATION, CONTROLS AND ELECTRICAL	27-31 MAY	5-DAYS
Planning Specialist	Houston	MANAGEMENT COURSES	6-10 MAY	5-DAYS
The 10-Day Essential Skills for Oil & Gas Managers & Supervisors	Houston	MANAGEMENT COURSES	13 - 24 MAY	10-DAYS
Achieving Leadership Excellence	Houston	MANAGEMENT COURSES	27-31 MAY	5-DAYS
Offshore Structure Design, Construction & Maintenance Equipment	Atlanta	OFFSHORE / SUBSEA	20-24 MAY	5-DAYS
Practical Pump & Valve Technology	Atlanta	OFFSHORE / SUBSEA	27-31 MAY	5-DAYS
Managing Offshore Field Development & Marine Asset	Atlanta	OFFSHORE / SUBSEA	15-17 MAY	5-DAYS
Offshore Oil and Gas Development Projects, Concepts and Facilities	Atlanta	OFFSHORE / SUBSEA	20 - 24 MAY	5-DAYS
Understanding, Developing & Maintaining Oil & Gas Industry Quality Management Systems	Atlanta	OIL AND GAS COURSES	6-10 MAY	5-DAYS
International Oil & Gas Business Management	Atlanta	OIL AND GAS COURSES	13-24 MAY	10-DAYS
Fundamentals of Exploration & Production	Atlanta	OIL AND GAS COURSES	20-24 MAY	5-DAYS
Modern Practices in Oil & Gas Contracts, Licensing, Production Rights, Legislation and Agreements	Atlanta	PROJECT MANAGEMENT / TOOLS	27 - 31 MAY	5-DAYS
Effective Purchasing and Contract Negotiation Strategies	Atlanta	PROJECT MANAGEMENT / TOOLS	6 - 10 MAY	5-DAYS
Understanding Energy Contracts	Atlanta	PROJECT MANAGEMENT / TOOLS	13-17 MAY	5-DAYS
International Contracting	Atlanta	PROJECT MANAGEMENT / TOOLS	20-24 MAY	5-DAYS
Construction Quality Control On Site	Houston	QUALITY ASSURANCE / QUALITY CONTROL	27-31 MAY	5-DAYS
Quality Assurance & Control	Houston	QUALITY ASSURANCE / QUALITY CONTROL	6 - 10 MAY	5-DAYS
Auditing Oil & Gas Industry Quality Management Systems	Houston	QUALITY ASSURANCE / QUALITY CONTROL	13-17 MAY	5-DAYS
Log Quality Control and Petrophysics	Houston	QUALITY ASSURANCE / QUALITY CONTROL	20-24 MAY	5-DAYS
Leadership Management and HR	Atlanta	MANAGEMENT COURSES	6-10 MAY	5-DAYS
Effective Asset Management, Planning and Investment	Atlanta	MANAGEMENT COURSES	13-17 MAY	5-DAYS
Administration and Management	Houston	MANAGEMENT COURSES	20-24 MAY	5-DAYS
Strategic Business Management	Houston	MANAGEMENT COURSES	27-31 MAY	5-DAYS
Leadership Mastery	Houston	MANAGEMENT COURSES	6-17 MAY	10-DAYS
Certificate in Leadership	Houston	MANAGEMENT COURSES	20-24 MAY	5-DAYS
Improving Public Sector Performance in the 21st Century	Houston	MANAGEMENT COURSES	27-31 MAY	5-DAYS
Hot Tapping and Plugging in Petroleum Industries	Houston	OIL & GAS ENGINEERING	6-10 MAY	5-DAYS

Problem Solving & Decision Making Skills for Engineers and Technical Professionals	Houston	OIL & GAS ENGINEERING	13-17 MAY	5-DAYS
Couplings & Shaft Alignment	Houston	OIL & GAS ENGINEERING	20-24 MAY	5-DAYS
Concrete Structure Designing for Industrial Projects	Houston	OIL & GAS ENGINEERING	27-31 MAY	5-DAYS
Certificate in International Oil and Gas Management	Houston	OIL AND GAS COURSES	6-10 MAY	5-DAYS
The 10-Day International Petroleum Management	Houston	OIL AND GAS COURSES	13-24 MAY	10-DAYS
Gas Chromatography and Troubleshooting for the Oil & Gas Industry	Houston	OIL AND GAS COURSES	20-24 MAY	5-DAYS
Gas Conditioning & Processing	Houston	OIL AND GAS COURSES	27-31 MAY	5-DAYS
The 10-Day Advanced Project Economics & Performance Management for Oil & Gas Professionals	Atlanta	PROJECT MANAGEMENT / TOOLS	20-31 MAY	10-DAYS
Water Flooding Management	Houston	PROJECT MANAGEMENT / TOOLS	27-31 MAY	5-DAYS
Warehouse Operations and Management	Atlanta	SUPPLY CHAIN MANAGEMENT	20-24 MAY	5-DAYS
Strategic Cost and Value Management in the Supply Chain	Houston	SUPPLY CHAIN MANAGEMENT	6-10 MAY	5-DAYS
Advanced Logistics & Material Management	Atlanta	SUPPLY CHAIN MANAGEMENT	13-17 MAY	5-DAYS
Basic Reservoir Engineering	Houston	WELL COMPLETION ENGINEERING SERVICES	20-24 MAY	5-DAYS
Reservoir Simulation Strategies	Houston	WELL COMPLETION ENGINEERING SERVICES	27-31 MAY	5-DAYS

JUNE				
Course Title	Venue	Category	DATE	Duration
Data Communication & Fieldbus System	London	INSTRUMENTATION, CONTROLS AND ELECTRICAL	3-7 JUN	5-DAYS
Fiscal Metering Systems	London	INSTRUMENTATION, CONTROLS AND ELECTRICAL	10-14 JUN	5-DAYS
Process Control & Safeguarding	London	INSTRUMENTATION, CONTROLS AND ELECTRICAL	17-21 JUN	5-DAYS
Understanding and Preventing Process Equipment Failures	London	INSTRUMENTATION, CONTROLS AND ELECTRICAL	24-28 JUN	5-DAYS
Strategy Tools: Mapping-Out Your Best Possible Direction	London	MANAGEMENT COURSES	3-7 JUN	5-DAYS
Developing Excellence in People Leadership	London	MANAGEMENT COURSES	10-14 JUN	5-DAYS
Next Generation Leadership	London	MANAGEMENT COURSES	17-21 JUN	5-DAYS
Leading for Strategic Success	London	MANAGEMENT COURSES	24-28 JUN	5-DAYS
SIMOPS (Simultaneous Operations) for Onshore and Offshore Facilities	Houston	OFFSHORE / SUBSEA	3-7 JUN	5-DAYS
Improved Lean Project Management Practices for Offshore and Marine Developments	Houston	OFFSHORE / SUBSEA	10-14 JUN	5-DAYS
Offshore & Marine Projects and Risks Management	Houston	OFFSHORE / SUBSEA	17-21 JUN	5-DAYS
Offshore Project Assessment	Houston	OFFSHORE / SUBSEA	24-28 JUN	5-DAYS
Applied Biostratigraphy and Sequence Stratigraphy in Oil Exploration & Development	Houston	OIL AND GAS COURSES	3-7 JUN	5-DAYS
Mini MBA: Oil & Gas and Energy Management	Houston	OIL AND GAS COURSES	10-14 JUN	5-DAYS
Energy Optimisation of Oil Refineries	Houston	OIL AND GAS COURSES	17-21 JUN	5-DAYS
LNG Supply, Demand & Pricing	Houston	OIL AND GAS COURSES	24-28 JUN	5-DAYS
Effective Material Management	Houston	MANAGEMENT COURSES	3-7 JUN	5-DAYS
Essential Leadership Skills for Technical Professionals	Houston	MANAGEMENT COURSES	10-14 JUN	5-DAYS
Managing Tenders, Specifications & Contracts	Houston	MANAGEMENT COURSES	17-21 JUN	5-DAYS
Managing & Negotiating with Consultants & Contractors	Houston	MANAGEMENT COURSES	24-28 JUN	5-DAYS
The Complete Course on How to Supervise Public Sector	Houston	MANAGEMENT COURSES	3-7 JUN	5-DAYS
Strategic Planning and Execution	Houston	MANAGEMENT COURSES	10-14 JUN	5-DAYS
Leadership and Management – Masterclass	Dubia	MANAGEMENT COURSES	17-28 JUN	10-DAYS
Fundamentals of Offshore Systems Design & Construction	Dubia	OIL & GAS ENGINEERING	3-7 JUN	5-DAYS
Topside / Jacket Fabrication Works in Major Shipyards	Dubia	OIL & GAS ENGINEERING	10-14 JUN	5-DAYS
Advanced Drilling Best Practices	Dubia	OIL & GAS ENGINEERING	17-21 JUN	5-DAYS
Directional, Horizontal and Sidetrack Drilling	Dubia	OIL & GAS ENGINEERING	24-28 JUN	5-DAYS
International Oil Supply, Transportation, Refining & Trade	Dubia	OIL AND GAS COURSES	3-7 JUN	5-DAYS
Advanced and Emerging Technologies of Enhanced Oil Recovery (EOR) Processes	Dubia	OIL AND GAS COURSES	10-14 JUN	5-DAYS
Seismic Interpretation & Basin Analysis of Rift Basin Systems	Dubia	OIL AND GAS COURSES	17-21 JUN	5-DAYS
Hydrocarbon Production Operations	Dubia	OIL AND GAS COURSES	24-28 JUN	5-DAYS
Planning, Organising & Controlling Projects	Dubia	PROJECT MANAGEMENT / TOOLS	3-7 JUN	5-DAYS
Applying Project Control: Project Monitoring, Reporting & Control	London	PROJECT MANAGEMENT / TOOLS	10-14 JUN	5-DAYS
Technical Project Management	London	PROJECT MANAGEMENT / TOOLS	17-21 JUN	5-DAYS
Effective Project Coordination & Management	London	PROJECT MANAGEMENT / TOOLS	24-28 JUN	5-DAYS
Drilling Fluids Technology	London	WELL COMPLETION ENGINEERING SERVICES	3-7 JUN	5-DAYS
Well Design & Engineering	London	WELL COMPLETION ENGINEERING SERVICES	10-14 JUN	5-DAYS
Well Construction	London	WELL COMPLETION ENGINEERING SERVICES	17-21 JUN	5-DAYS
Water Management in Heavy Oil Resource Operations	London	WELL COMPLETION ENGINEERING SERVICES	24-28 JUN	5-DAYS

JULY				
Course Title	Venue	Category	DATE	Duration
Refinery Process Yield Optimisation	Houston	PROJECT MANAGEMENT / TOOLS	1-5 JUL	5-DAYS
Risk Based Strategies for Inspection & Maintenance (RBI & RBM)	Houston	PROJECT MANAGEMENT / TOOLS	8-12 JUL	5-DAYS
Structural Renovation of Buildings	Houston	PROJECT MANAGEMENT / TOOLS	15-19 JUL	5-DAYS
Managing Business Requirements Using a Project Framework	Houston	PROJECT MANAGEMENT / TOOLS	22-26 JUL	5-DAYS
Project Quality Management	Houston	QUALITY ASSURANCE / QUALITY CONTROL	29 JUL - 2 AUG	5-DAYS
Strategic Procurement & Supply Chain Management	Houston	SUPPLY CHAIN MANAGEMENT	1-5 JUL	5-DAYS
Supplier Relationship Management	Houston	SUPPLY CHAIN MANAGEMENT	8-12 JUL	5-DAYS
Global Procurement and Supply Chain Management for the Oil & Gas Industry	Houston	SUPPLY CHAIN MANAGEMENT	15-19 JUL	5-DAYS
Failure Mode Effect and Criticality Analysis (FMECA) Facilitator Skills Training	Maryland	MANAGEMENT COURSES	1-5 JUL	5-DAYS
Strategic Planning & Management of Corporate Communications	Maryland	MANAGEMENT COURSES	8-12 JUL	5-DAYS

Managing Vendor Qualification, Performance & Contract Compliance	Maryland	MANAGEMENT COURSES	15-19 JUL	5-DAYS
Effective Purchasing, Tendering & Supplier Selection	Maryland	MANAGEMENT COURSES	22-26 JUL	5-DAYS
Upstream Petroleum Contracts, Accounting & Auditing Policies and Procedures	Maryland	MANAGEMENT COURSES	29 JUL - 2 AUG	5-DAYS
Public Sector Management, Governance & Fiscal Sustainability Techniques	Maryland	MANAGEMENT COURSES	1-5 JUL	5-DAYS
Leadership & Strategic Thinking in the Oil, Gas & Petrochemicals Industry	Maryland	MANAGEMENT COURSES	8-12 JUL	5-DAYS
Strategy Building & Sustaining Competitive Advantage	Maryland	MANAGEMENT COURSES	15-19 JUL	5-DAYS
Leading through VUCA (Volatility, Uncertainty, Complexity & Ambiguity)	Maryland	MANAGEMENT COURSES	22-26 JUL	5-DAYS
Marketing	Maryland	MARKETING MANAGEMENT	29 JUL - 2 AUG	5-DAYS
FLNG Design and Technology	Houston	OIL & GAS ENGINEERING	1-5 JUL	5-DAYS
Hydrotreating and Hydrocracking Process Technology	Houston	OIL & GAS ENGINEERING	8-12 JUL	5-DAYS
Monitoring, Measuring & Managing Upstream Oil & Gas Performance	Houston	OIL AND GAS COURSES	15-19 JUL	5-DAYS
Oil and Gas Sustainable Development	Houston	OIL AND GAS COURSES	22-26 JUL	5-DAYS
International Oil and Gas Exploration Contracts	Houston	OIL AND GAS COURSES	29 JUL - 2 AUG	5-DAYS
The 10-Day International Gas Business Management	Houston	OIL AND GAS COURSES	1-12 JUL	10-DAYS
Open and Cased Hole Log Interpretation	Houston	OIL AND GAS COURSES	15-19 JUL	5-DAYS
Petroleum Project Economics & Risk Analysis	Houston	OIL AND GAS COURSES	22-26 JUL	5-DAYS
Stratigraphy: Sequence, Seismic & Integrated Stratigraphic Analysis	Houston	OIL AND GAS COURSES	29 JUL - 2 AUG	5-DAYS
Professional Project Analyst	Houston	PROJECT MANAGEMENT / TOOLS	1-5 JUL	5-DAYS
Developing Project Strategy in the Oil and Gas Industry Understand How to Make the Appropriate Decisions to Select and Support Projects	Houston	PROJECT MANAGEMENT / TOOLS	8-12 JUL	5-DAYS
Project Management for the Oil and Gas Industry	Houston	PROJECT MANAGEMENT / TOOLS	15-19 JUL	5-DAYS
Delivering Successful Projects within the Oil & Gas Industry Understand How to Gain Maximum Economic Recovery on the Project Investment	Houston	PROJECT MANAGEMENT / TOOLS	22-26 JUL	5-DAYS
Project Performance Measurement and Management	Houston	PROJECT MANAGEMENT / TOOLS	29 JUL - 2 AUG	5-DAYS
Storage Tank Design, Construction & Maintenance	Houston	WELL COMPLETION ENGINEERING SERVICES	1-5 JUL	5-DAYS
Essentials of Surface Well Test Design & Execution	Houston	WELL COMPLETION ENGINEERING SERVICES	8-12 JUL	5-DAYS
Pumps, Compressors & Turbines	Houston	WELL COMPLETION ENGINEERING SERVICES	15-19 JUL	5-DAYS
Advanced Well Completion Design	Houston	WELL COMPLETION ENGINEERING SERVICES	22-26 JUL	5-DAYS
Best Practices in Revenue Protection: Metering, Billing & Loss Reduction	Dubai	INSTRUMENTATION, CONTROLS AND ELECTRICAL	1-5 JUL	5-DAYS
Cost Effective Strategies for the Maintenance of Electrical Power Systems	Dubai	INSTRUMENTATION, CONTROLS AND ELECTRICAL	8-12 JUL	5-DAYS
Electrical Equipment & Control Systems	Dubai	INSTRUMENTATION, CONTROLS AND ELECTRICAL	15-19 JUL	5-DAYS
Substation Design & Operation	Dubai	INSTRUMENTATION, CONTROLS AND ELECTRICAL	22-26 JUL	5-DAYS
The Effective Buyer	South Africa	MANAGEMENT COURSES	29 JUL - 2 AUG	5-DAYS
Service Level Agreements	South Africa	MANAGEMENT COURSES	1-5 JUL	5-DAYS
Protocol & Event Management	South Africa	MANAGEMENT COURSES	8-12 JUL	5-DAYS
Petroleum Refining-Production Planning, Scheduling and Yield Optimisation	South Africa	MANAGEMENT COURSES	15-19 JUL	5-DAYS
Negotiation and Conflict Management in Organisations	South Africa	MARKETING MANAGEMENT	22-26 JUL	5-DAYS
The Middle Manager Development Programme: Creating Future Leaders	South Africa	MARKETING MANAGEMENT	29 JUL - 2 AUG	5-DAYS
Market Leadership & Marketing Strategies	South Africa	MARKETING MANAGEMENT	1-5 JUL	5-DAYS
Fundamentals of Marketing	South Africa	MARKETING MANAGEMENT	8-12 JUL	5-DAYS
Petroleum Risk and Decision Analysis	Dubai	OIL AND GAS COURSES	15-19 JUL	5-DAYS
Infographics & Data Analytics for Oil & Gas Reporting	Dubai	OIL AND GAS COURSES	1-5 JUL	5-DAYS
Oil and Gas Marine Terminals	Dubai	OIL AND GAS COURSES	8-12 JUL	5-DAYS
Design Considerations for Marine Terminals and Oil & Gas Marine Operating Assets	Dubai	OIL AND GAS COURSES	15-19 JUL	5-DAYS
Primevera Project Management	Dubai	PROJECT MANAGEMENT / TOOLS	22-26 JUL	5-DAYS
Project Scheduling/Tools	Dubai	PROJECT MANAGEMENT / TOOLS	29 JUL - 2 AUG	5-DAYS
Advanced Project Management	Dubai	PROJECT MANAGEMENT / TOOLS	1-12 JUL	10-DAYS
Managing Project Risks in the Oil & Gas Industry	Dubai	QUALITY ASSURANCE / QUALITY CONTROL	8-12 JUL	5-DAYS
Environmental Monitoring and Modelling	Dubai	QUALITY ASSURANCE / QUALITY CONTROL	15-19 JUL	5-DAYS
Risk Assessments, Method Statements and Quality Plans	Dubai	QUALITY ASSURANCE / QUALITY CONTROL	22-26 JUL	5-DAYS
Offshore Safety & Risk Management Systems	Dubai	QUALITY ASSURANCE / QUALITY CONTROL	29 JUL - 2 AUG	5-DAYS

AUGUST				
Course Title	Venue	Category	DATE	Duration
Strategic Talent Management in the Oil and Gas Industry	South Africa	BUSINESS FUNDAMENTALS	5-9 AUG	5-DAYS
Advanced Public Speaking and Presentation Skills	South Africa	BUSINESS FUNDAMENTALS	12-16 AUG	5-DAYS
Business Process Analysis & Modelling	South Africa	BUSINESS FUNDAMENTALS	19-23 AUG	5-DAYS
Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	South Africa	BUSINESS FUNDAMENTALS	26-30 AUG	5-DAYS
LNG Facilities for Gas and Maintenance	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	5-9 AUG	5-DAYS
Maintenance Audit and Site Inspection	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	12-16 AUG	5-DAYS

Reservoir Simulation Strategies	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	19-23 AUG	5-DAYS
Operation, Diagnostics and Maintenance of Equipment for Oil & Gas Production	Aberdeen	FACILITIES MANAGEMENT / ENGINEERING	26-30 AUG	5-DAYS
Financial Management for Non-Financial Professionals	South Africa	FINANCE & ACCOUNTING; TAX	29 JUL - 2 AUG	5-DAYS
The Effective Finance Professional	South Africa	FINANCE & ACCOUNTING; TAX	5-9 AUG	5-DAYS
Financial Modelling & Petroleum Project Economics	South Africa	FINANCE & ACCOUNTING; TAX	12-16 AUG	5-DAYS
Finance & Accounting Strategies in the Oil & Gas Industry	South Africa	FINANCE & ACCOUNTING; TAX	19-23 AUG	5-DAYS
Certificate in Financial Management for Oil and Gas Companies	South Africa	FINANCE & ACCOUNTING; TAX	26-30 AUG	5-DAYS
Training Management & Organisational Learning	South Africa	HUMAN RESOURCES MANAGEMENT	5-9 AUG	5-DAYS
PLC and SCADA TECH	Aberdeen	INSTRUMENTATION, CONTROLS AND ELECTRICAL	12-16 AUG	5-DAYS
PLC, Telemetry & SCADA Technologies	Aberdeen	INSTRUMENTATION, CONTROLS AND ELECTRICAL	19-23 AUG	5-DAYS
Uninterruptible Power Supply Systems	Aberdeen	INSTRUMENTATION, CONTROLS AND ELECTRICAL	26-30 AUG	5-DAYS
Project Appraisal and Risk Management	Aberdeen	MANAGEMENT COURSES	5-9 AUG	5-DAYS
International Dispute Resolution and Arbitration in the Oil & Gas Industry	Aberdeen	MANAGEMENT COURSES	12-16 AUG	5-DAYS
External Project Management & Integrated Services Approach to Well Construction	Aberdeen	MANAGEMENT COURSES	19-23 AUG	5-DAYS
Contract Management from Principles to Action	Aberdeen	MANAGEMENT COURSES	26-30 AUG	5-DAYS
Digital Marketing	Ghana	MARKETING MANAGEMENT	5-9 AUG	5-DAYS
International Business Communications Skills	Ghana	MARKETING MANAGEMENT	12-16 AUG	5-DAYS
Customer Focused Management	Ghana	MARKETING MANAGEMENT	19-23 AUG	5-DAYS
Customer Profiling Techniques & Procedures	Ghana	MARKETING MANAGEMENT	26-30 AUG	5-DAYS
Oil and Gas Mini MBA	Houston	OIL AND GAS COURSES	5-9 AUG	5-DAYS
World Fiscal Systems for Oil & Gas	Houston	OIL AND GAS COURSES	12-16 AUG	5-DAYS
Fundamental of International Oil and Gas Laws	Houston	OIL AND GAS COURSES	19-23 AUG	5-DAYS
Risk Based Inspections	Houston	OIL AND GAS COURSES	26-30 AUG	5-DAYS
Fundamentals of Formation Evaluation	Houston	OIL AND GAS COURSES	5-9 AUG	5-DAYS
SIPROD (Simultaneous Drilling and Production) for Offshore Platforms	Houston	OIL AND GAS COURSES	12-16 AUG	5-DAYS
Stuck Pipe Prevention & Fishing Operations	Houston	OIL AND GAS COURSES	19-23 AUG	5-DAYS
Stimulation Technologies	Houston	OIL AND GAS COURSES	26-30 AUG	5-DAYS
Adaptive (Agile) Project Management	Houston	PROJECT MANAGEMENT / TOOLS	5-9 AUG	5-DAYS
Project Policy & Financial Appraisal	Houston	PROJECT MANAGEMENT / TOOLS	12-23 AUG	10-DAYS
Managing Project Control	Houston	PROJECT MANAGEMENT / TOOLS	26-30 AUG	5-DAYS
Centrifugal Compressor & Steam Turbine	Houston	WELL COMPLETION ENGINEERING SERVICES	12-16 AUG	5-DAYS
Xmas Trees and Well Heads	Houston	WELL COMPLETION ENGINEERING SERVICES	5-9 AUG	5-DAYS
Advanced Well Integrity Management	Houston	WELL COMPLETION ENGINEERING SERVICES	12-16 AUG	5-DAYS
Well Integrity Technologies	Houston	WELL COMPLETION ENGINEERING SERVICES	19-22 AUG	5-DAYS
Advanced Well Log Interpretation	Houston	WELL COMPLETION ENGINEERING SERVICES	26-30 AUG	5-DAYS

SEPTEMBER				
Course Title	Venue	Category	DATE	Duration
Modern Electrical Power Systems	Manchester	INSTRUMENTATION, CONTROLS AND ELECTRICAL	2-6 SEP	5-DAYS
Generator Excitation Systems	Manchester	INSTRUMENTATION, CONTROLS AND ELECTRICAL	9-13 SEP	5-DAYS
Electrical Drawings and Control Circuits	Manchester	INSTRUMENTATION, CONTROLS AND ELECTRICAL	16-20 SEP	5-DAYS
Electrical Protection	Manchester	INSTRUMENTATION, CONTROLS AND ELECTRICAL	23-27 SEP	5-DAYS
TAMCO High Voltage Switchgears	Manchester	INSTRUMENTATION, CONTROLS AND ELECTRICAL	30 SEP - 4 OCT	5-DAYS
EPCIC Contracts Management	Manchester	MANAGEMENT COURSES	2-6 SEP	5-DAYS
Bidding, Evaluation, Negotiation & Contract Award	Manchester	MANAGEMENT COURSES	9-13 SEP	5-DAYS
Negotiating and Managing PPP Contracts	Manchester	MANAGEMENT COURSES	16-20 SEP	5-DAYS
The 10-Day Oil and Gas Contracts Training	Manchester	MANAGEMENT COURSES	23 SEP - 4 OCT	10-DAYS
Beyond Customer Service: Service Quality and Excellence	Manchester	MARKETING MANAGEMENT	2-6 SEP	5-DAYS
Measuring and Managing Customer Satisfaction	Manchester	MARKETING MANAGEMENT	9-13 SEP	5-DAYS
Client Management Strategies for Retention & Growth	Manchester	MARKETING MANAGEMENT	16-20 SEP	5-DAYS
Achieving Excellence in Customer Service	Manchester	MARKETING MANAGEMENT	23-27 SEP	5-DAYS
Advanced Negotiation Skills: Mastering Negotiation Skills	Manchester	MARKETING MANAGEMENT	30 SEP - 4 OCT	5-DAYS
Risk Management for Upstream Capital Projects	Manchester	OIL AND GAS COURSES	2-6 SEP	5-DAYS
Drilling Fluids Technology	Manchester	OIL AND GAS COURSES	9-13 SEP	5-DAYS
Evaluating and Developing Heavy Oil Resources	Manchester	OIL AND GAS COURSES	16-20 SEP	5-DAYS
Evaluating and Developing Shale Resources	Manchester	OIL AND GAS COURSES	23-27 SEP	5-DAYS
LNG Facilities for Gas and Maintenance	Manchester	OIL AND GAS COURSES	30 SEP - 4 OCT	5-DAYS
Oil & Gas Accounting & Performance Measurement	Manchester	OIL AND GAS COURSES	2-6 SEP	5-DAYS
Microsoft Project	Manchester	PROJECT MANAGEMENT / TOOLS	9-13 SEP	5-DAYS
WorkFront Project Management	Manchester	PROJECT MANAGEMENT / TOOLS	16-20 SEP	5-DAYS
Agile Project Management	Manchester	PROJECT MANAGEMENT / TOOLS	23-27 SEP	5-DAYS
Waterfall Project Management	Manchester	PROJECT MANAGEMENT / TOOLS	30 SEP - 4 OCT	5-DAYS
Project Financial & Risk Appraisal	Manchester	PROJECT MANAGEMENT / TOOLS	2-13 SEP	10-DAYS
Project Execution: Design, Procurement, Construct & Start-up	Manchester	PROJECT MANAGEMENT / TOOLS	16-20 SEP	5-DAYS
PGPA	Manchester	PUBLIC POLICY & ADMINISTRATION	23-27 SEP	5-DAYS
Maintenance Planning and Work Control	Manchester	QUALITY ASSURANCE / QUALITY CONTROL	30 SEP - 4 OCT	5-DAYS

Troubleshooting & Maintenance of Electrical Equipment	Washington	INSTRUMENTATION, CONTROLS AND ELECTRICAL	2-6 SEPT	5-DAYS
Start-up, Commissioning & Testing of Electrical Systems	Washington	INSTRUMENTATION, CONTROLS AND ELECTRICAL	9-13 SEPT	5-DAYS
Electrical Installations in Hazardous Areas	Washington	INSTRUMENTATION, CONTROLS AND ELECTRICAL	16-20 SEPT	5-DAYS
Root Cause Failure Analysis	Ghana	MANAGEMENT COURSES	23-27 SEPT	5-DAYS
Infographics & Data Analytics for Oil & Gas Reporting	Ghana	MANAGEMENT COURSES	30 SEPT - 4 OCT	5-DAYS
Creative Strategic Planning & Leadership	Ghana	MANAGEMENT COURSES	2-6 SEPT	5-DAYS
Customer-Focused Selling Strategies	Ghana	MARKETING MANAGEMENT	9-13 SEPT	5-DAYS
Effective Material Management	Ghana	MATERIALS MANAGEMENT	16-20 SEPT	5-DAYS
Advanced Materials & Technology in Concrete Industry	Ghana	MATERIALS MANAGEMENT	23-27 SEPT	5-DAYS
Maintenance Audit and Site Inspection	Washington	OIL AND GAS COURSES	30 SEP - 4 OCT	5-DAYS
Cementing Technologies	Washington	OIL AND GAS COURSES	2-5 SEPT	4-DAYS
Feasibility Analysis	Washington	OIL AND GAS COURSES	9-13 SEPT	5-DAYS
Safety Audit & Site Inspection	Washington	PROJECT MANAGEMENT / TOOLS	16-20 SEP	5-DAYS
Construction Supervision Skills	Washington	PROJECT MANAGEMENT / TOOLS	23-27 SEP	5-DAYS
Contract & Project Risk Management & Compliance	Washington	PROJECT MANAGEMENT / TOOLS	30 SEP - 4 OCT	5-DAYS
Quality Assurance and Management System	Washington	QUALITY ASSURANCE / QUALITY CONTROL	2-6 SEPT	5-DAYS
Hazardous Waste Management and Pollution	Washington	QUALITY ASSURANCE / QUALITY CONTROL	9-13 SEPT	5-DAYS
QHSE Awareness and Implementation of ISO 9001, 14001 & OHSAS 18001	Washington	QUALITY ASSURANCE / QUALITY CONTROL	16-20 SEP	5-DAYS

OCTOBER				
Course Title	Venue	Category	DATE	Duration
Competency Development for Supervisory Excellence in the Oil, Gas & Petrochemicals Industry	Houston	BUSINESS FUNDAMENTALS	7-11 OCT	5-DAYS
Business System Analysis: Discovering, Analysing, Modelling & Specifying User Requirements	Ghana	BUSINESS FUNDAMENTALS	14-18 OCT	5-DAYS
Professional Business System Analyst	Ghana	BUSINESS FUNDAMENTALS	21-25 OCT	5-DAYS
Strategy Masterclass	Ghana	BUSINESS FUNDAMENTALS	28 OCT - 1 NOV	5-DAYS
Heavy Duty Diesel Engine (HDD) Operation and Maintenance	Dubai	FACILITIES MANAGEMENT / ENGINEERING	7-11 OCT	5-DAYS
Process Plant Optimization Technology and Continual Improvement	Dubai	FACILITIES MANAGEMENT / ENGINEERING	14-18 OCT	5-DAYS
Reduced Cost Technologies for FPSO and FLNG Facilities	Dubai	FACILITIES MANAGEMENT / ENGINEERING	21-25 OCT	5-DAYS
Optimizing Equipment Maintenance & Replacement Decisions	Dubai	FACILITIES MANAGEMENT / ENGINEERING	28 OCT - 1 NOV	5-DAYS
Global Energy Markets & Pricing	Dubai	FINANCE & ACCOUNTING; TAX	21-25 OCT	5-DAYS
Lead Auditor Health & Safety	Dubai	HEALTH SAFETY EXECUTIVE	7-11 OCT	5-DAYS
Basic Environmental Management	Dubai	HEALTH SAFETY EXECUTIVE	14-18 OCT	5-DAYS
Developing an Effective Safety Culture	Dubai	HEALTH SAFETY EXECUTIVE	21-25 OCT	5-DAYS
Advanced Process HAZOP	Dubai	HEALTH SAFETY EXECUTIVE	28 OCT - 1 NOV	5-DAYS
Best Practice in Surface Production Operations Management	Ghana	BUSINESS FUNDAMENTALS	7-11 OCT	5-DAYS
Priority Management: Optimising Time, Workflow & Productivity	Ghana	BUSINESS FUNDAMENTALS	14-18 OCT	5-DAYS
Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	Ghana	BUSINESS FUNDAMENTALS	21-25 OCT	5-DAYS
Measuring and Managing Customer Satisfaction	Ghana	BUSINESS FUNDAMENTALS	28 OCT - 1 NOV	5-DAYS
Advanced Supervisory Skills - The Supervisor Development Programme	Ghana	BUSINESS FUNDAMENTALS	7-11 OCT	5-DAYS
Warehousing and Stores Management	Dubai	FACILITIES MANAGEMENT / ENGINEERING	14-18 OCT	5-DAYS
Effective Asset Management, Planning and Investment	Dubai	FACILITIES MANAGEMENT / ENGINEERING	21-25 OCT	5-DAYS
Effective Material Management	Dubai	FACILITIES MANAGEMENT / ENGINEERING	28 OCT - 1 NOV	5-DAYS
Fundamentals of Facilities Engineer	Dubai	FACILITIES MANAGEMENT / ENGINEERING	14-18 OCT	5-DAYS
Gas Reservoir Management	Dubai	FACILITIES MANAGEMENT / ENGINEERING	7-11 OCT	5-DAYS
Finance & Accounting for Office Administrators & Secretaries	Maryland	FINANCE & ACCOUNTING; TAX	14-18 OCT	5-DAYS
Essentials of Corporate Finance	South Africa	FINANCE & ACCOUNTING; TAX	21-25 OCT	5-DAYS
Financial Accounting, Reporting & Business Support in the Oil and Gas Industry	South Africa	FINANCE & ACCOUNTING; TAX	28 OCT - 1 NOV	5-DAYS
Strategic HR Business Partner	South Africa	HUMAN RESOURCES MANAGEMENT	7-11 OCT	5-DAYS
Train the Trainer	South Africa	HUMAN RESOURCES MANAGEMENT	14-18 OCT	5-DAYS
The Training Analyst	South Africa	HUMAN RESOURCES MANAGEMENT	21-25 OCT	5-DAYS
Linking Training to Organisational Goals	South Africa	HUMAN RESOURCES MANAGEMENT	28 OCT - 1 NOV	5-DAYS
Essential Skills for Effective Training Administration	South Africa	HUMAN RESOURCES MANAGEMENT	7-11 OCT	5-DAYS

NOVEMBER				
Course Title	Venue	Category	DATE	Duration
Strategic Awareness and Business Acumen	South Africa	BUSINESS FUNDAMENTALS	4-8 NOV	5-DAYS
Certificate in Strategy	South Africa	BUSINESS FUNDAMENTALS	11-15 NOV	5-DAYS
Mastering Entrepreneurship	South Africa	BUSINESS FUNDAMENTALS	18 - 22 NOV	5-DAYS
Advanced Emotional Intelligence: Unleashing the Power in You	South Africa	BUSINESS FUNDAMENTALS	25 - 29 NOV	5-DAYS
Mobile Lifting Equipment Operation and Maintenance	Crydon	FACILITIES MANAGEMENT / ENGINEERING	4-8 NOV	5-DAYS
FPSO/FLNG E&I Design Installation and Operation	Crydon	FACILITIES MANAGEMENT / ENGINEERING	11-15 NOV	5-DAYS

Data Analysis Techniques	Crydon	FACILITIES MANAGEMENT / ENGINEERING	18-22 NOV	5-DAYS
Advanced Data Analysis Techniques	Crydon	FACILITIES MANAGEMENT / ENGINEERING	25-29 NOV	5-DAYS
Electrical Installations & Maintenance	Crydon	INSTRUMENTATION, CONTROLS AND ELECTRICAL	4-8 NOV	5-DAYS
ARC Flash Hazard Analysis	Crydon	INSTRUMENTATION, CONTROLS AND ELECTRICAL	11-15 NOV	5-DAYS
Electrical Distribution Equipment Operation & Maintenance	Crydon	INSTRUMENTATION, CONTROLS AND ELECTRICAL	18-22 NOV	5-DAYS
Advanced Circuit Breaker Operation and Maintenance	Crydon	INSTRUMENTATION, CONTROLS AND ELECTRICAL	25-29 NOV	5-DAYS
Root Cause Analysis (RCA) Facilitator Training	Crydon	MANAGEMENT COURSES	4-8 NOV	5-DAYS
Innovative Root Cause Analysis	Crydon	MANAGEMENT COURSES	11-15 NOV	5-DAYS
Maintenance Errors: Understand, Identify and Manage	Crydon	MANAGEMENT COURSES	18-22 NOV	5-DAYS
The Management & Leadership Development Programme	Crydon	MANAGEMENT COURSES	25-29 NOV	5-DAYS
The Sales & Marketing Management MBA	Crydon	MARKETING MANAGEMENT	4-8 NOV	5-DAYS
Marketing Strategies and Planning	Crydon	MARKETING MANAGEMENT	11-15 NOV	5-DAYS
Achieving Marketing Excellence in Service Organizations	Crydon	MARKETING MANAGEMENT	18-22 NOV	5-DAYS
International Petroleum Marketing	Crydon	MARKETING MANAGEMENT	25-29 NOV	5-DAYS
Petroleum Refining & Petrochemicals for Non-Technical Personnel	Crydon	OIL AND GAS COURSES	4-8 NOV	5-DAYS
Metallurgy for Non-Metallurgists	Crydon	OIL AND GAS COURSES	11-15 NOV	5-DAYS
The 10-Day MBA for Oil and Gas Professionals	Crydon	OIL AND GAS COURSES	18-29 NOV	10-DAYS
Managing Brownfields Projects	Crydon	PROJECT MANAGEMENT / TOOLS	4-8 NOV	5-DAYS
Managing Conflicts & Difficult Situations	Crydon	PROJECT MANAGEMENT / TOOLS	11-15 NOV	5-DAYS
Construction Contracts Masterclass	Crydon	PROJECT MANAGEMENT / TOOLS	18-22 NOV	5-DAYS
Assessment, Evaluation and Repair of Reinforced Concrete Structure	Crydon	PROJECT MANAGEMENT / TOOLS	25-29 NOV	5-DAYS
Safety Technology & Risk Management	Crydon	QUALITY ASSURANCE / QUALITY CONTROL	4-8 NOV	5-DAYS
Managing Security Risks in the Oil and Gas Industry	Crydon	QUALITY ASSURANCE / QUALITY CONTROL	11-15 NOV	5-DAYS
Radiation Safety	Crydon	QUALITY ASSURANCE / QUALITY CONTROL	18-22 NOV	5-DAYS
.	Crydon	QUALITY ASSURANCE / QUALITY CONTROL	25-29 NOV	5-DAYS

DECEMBER				
Course Title	Venue	Category	DATE	Duration
Motivating, Coaching, Counselling & Mentoring	Ghana	BUSINESS FUNDAMENTALS	2-6 DEC	5-DAYS
The Senior Secretary Development Programme	Ghana	BUSINESS FUNDAMENTALS	9-13 DEC	5-DAYS
Business Improvement & Quality Techniques	Ghana	BUSINESS FUNDAMENTALS	16-20 DEC	5-DAYS
Achieving CMMS Data Integrity	Washington	FACILITIES MANAGEMENT / ENGINEERING	2-8 DEC	5-DAYS
Excellence in Warehouse and Inventory	Washington	FACILITIES MANAGEMENT / ENGINEERING	9-13 DEC	5-DAYS
Procurement Management Professional	Washington	FACILITIES MANAGEMENT / ENGINEERING	16-20 DEC	5-DAYS
Advanced Accident Investigation & Reporting	Washington	HEALTH SAFETY EXECUTIVE	2-6 DEC	5-DAYS
Advanced Safety Leadership	Washington	HEALTH SAFETY EXECUTIVE	9-13 DEC	5-DAYS
The 10-Day Advanced Health & Safety Leadership	Washington	HEALTH SAFETY EXECUTIVE	16-20 DEC	5-DAYS
Health & Safety Management	Washington	HEALTH SAFETY EXECUTIVE	2-6 DEC	5-DAYS
Alarm Management	Washington	HEALTH SAFETY EXECUTIVE	9-13 DEC	5-DAYS
OSHA: Occupational Safety & Health Administration Standards	Washington	HEALTH SAFETY EXECUTIVE	16-20 DEC	5-DAYS
Contractor Safety Management	Washington	HEALTH SAFETY EXECUTIVE	2-6 DEC	5-DAYS
Benchmarking: Comparing Your Performance with the Best	Ghana	BUSINESS FUNDAMENTALS	9-13 DEC	5-DAYS
Essentials of Balanced Scorecard	Ghana	BUSINESS FUNDAMENTALS	16-20 DEC	5-DAYS
The Challenge of Globalisation	Ghana	BUSINESS FUNDAMENTALS	2-6 DEC	5-DAYS
Competence Development Masterclass for Secretaries and Administrators	Ghana	BUSINESS FUNDAMENTALS	9-13 DEC	5-DAYS
Emotional Intelligence for Workplace Success	Ghana	BUSINESS FUNDAMENTALS	16-20 DEC	5-DAYS
Machinery Failure, Vibration & Predictive Maintenance	Washington	FACILITIES MANAGEMENT / ENGINEERING	2-6 DEC	5-DAYS
Workpack Engineering for Refurbishment / Debottlenecking Works for both Onshore and Offshore Facilities	Washington	FACILITIES MANAGEMENT / ENGINEERING	9-13 DEC	5-DAYS
Corrosion and Concrete Protection	Washington	FACILITIES MANAGEMENT / ENGINEERING	16-20 DEC	5-DAYS
FPSO Operation and Maintenance	Washington	FACILITIES MANAGEMENT / ENGINEERING	2-6 DEC	5-DAYS
FLNG Operation and Maintenance	Washington	FACILITIES MANAGEMENT / ENGINEERING	9-13 DEC	5-DAYS
The Advanced Finance Leaders Programme	Ghana	FINANCE & ACCOUNTING; TAX	16-20 DEC	5-DAYS
Treasury and Risk Management	Ghana	FINANCE & ACCOUNTING; TAX	2-6 DEC	5-DAYS
Sales Manager Training	Ghana	FINANCE & ACCOUNTING; TAX	9-13 DEC	5-DAYS
Sales Management Best Practices for Building a World-Class Sales Te	Ghana	FINANCE & ACCOUNTING; TAX	16-20 DEC	5-DAYS