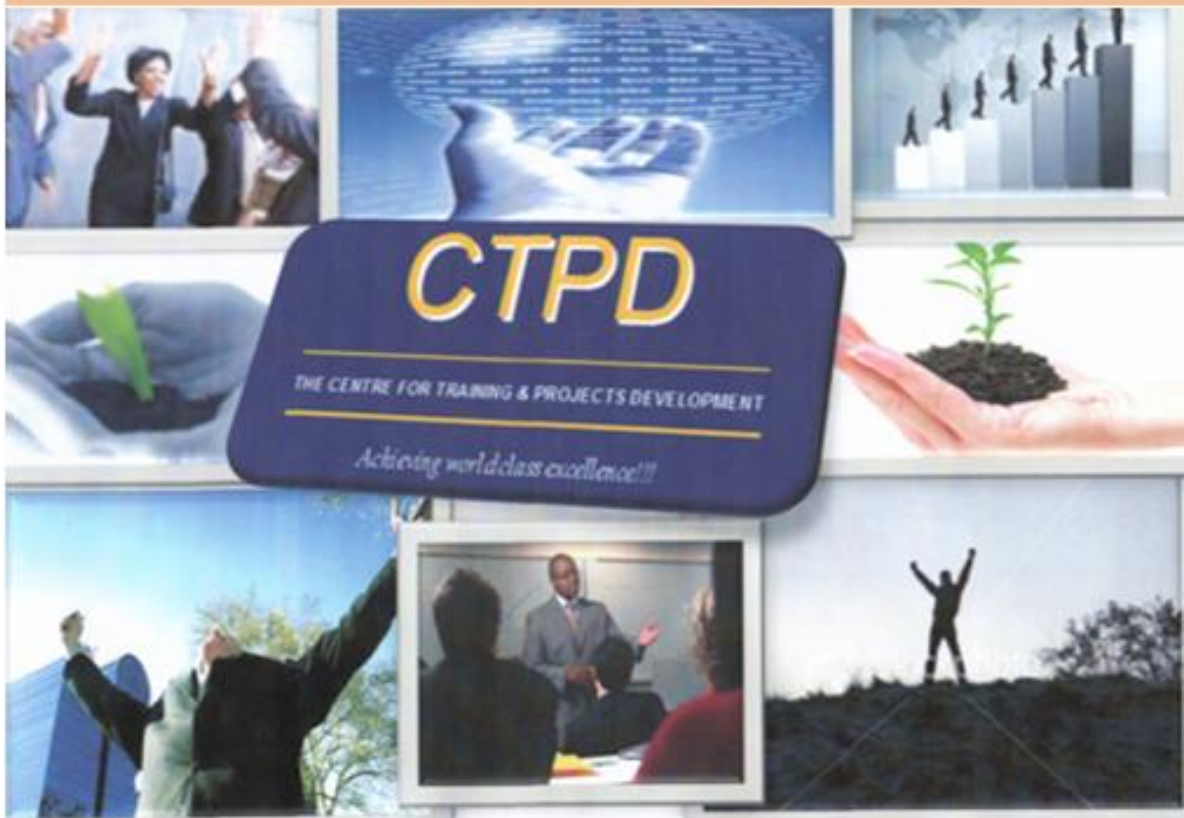


# JUNE – DECEMBER 2010 TRAINING SCHEDULE



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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>Accounting Programs</b>			
Interpretation of the State Finance Act and Treasury instruction	06-08 July 2010	3	Windhoek
	15-17 Sept 2010	3	Oshakati
Exploring the International Financial Reporting Standards	08-10 Sept 2010	3	Windhoek
Bank Accounts Control and Statements Reconciliation	06-08 July 2010	3	Oshakati
	23-25 Nov 2010	3	Windhoek
Corporate Fraud Analysis Prevention	04-06 Aug 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati
Internal Auditing	16-18 Aug 2010	3	Windhoek
	27-29 Oct 2010	3	Oshakati
	01-05 Dec 2010	3	Swakop
Accounting for Managerial Decision Making	06-08 July 2010	3	Windhoek
	20-22 Sept 2010	3	Oshakati
Advanced Accounting Information Systems	04-06 Aug 2010	3	Windhoek
	06-08 Oct 2010	3	Oshakati
Advanced Cost Accounting	06-08 July 2010	3	Windhoek
Advanced Corporate Income Tax	04-06 Aug 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati
Management Accounting Performance Evaluation	06-08 July 2010	3	Windhoek
	23-25 June 2010	3	Oshakati
Forensic Auditing	06-08 July 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati





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TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>Accounting Programs</b>			
Interpretation of the State Finance Act and Treasury instruction	06-08 July 2010	3	Windhoek
	15-17 Sept 2010	3	Oshakati
Exploring the International Financial Reporting Standards	08-10 Sept 2010	3	Windhoek
Bank Accounts Control and Statements Reconciliation	06-08 July 2010	3	Oshakati
	23-25 Nov 2010	3	Windhoek
Corporate Fraud Analysis Prevention	04-06 Aug 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati
Internal Auditing	16-18 Aug 2010	3	Windhoek
	27-29 Oct 10	3	Oshakati
	01-05 Dec 10	3	Swakop
Accounting for Managerial Decision Making	06-08 July 2010	3	Windhoek
	20-22 Sept 2010	3	Oshakati
Advanced Accounting Information Systems	04-06 Aug 2010	3	Windhoek
	06-08 Oct 2010	3	Oshakati
Advanced Cost Accounting	06-08 July 2010	3	Windhoek
Advanced Corporate Income Tax	04-06 Aug 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati
Management Accounting Performance Evaluation	06-08 July 2010	3	Windhoek
	23-25 June 2010	3	Oshakati
Forensic Auditing	06-08 July 2010	3	Windhoek
	03-05 Nov 2010	3	Oshakati





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TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>Accounting Programs</b>			
Cash Flow Management	02-04 Aug 2010	3	Windhoek
	16-20 Aug 2010	3	Ongwendiva
Effective Debt Collection and Credit Control Management	12-14 July 2010	3	Windhoek
	28-30 June 2010	3	Otjiwarongo
Book Keeping and Accounting	21-22 July 2010	3	Windhoek
Budgeting & Budgetary Control	25-27 Aug 2010	3	Windhoek
	24-26 Nov 2010	3	Oshakati
Financial Management for Non Financial Managers	06-08 July 2010	3	Windhoek
	23-25 June 2010	3	Oshakati
Preparation and interpretation of Financial Statements	07-09 June 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
Advanced Financial Management	28-30 July 2010	3	Windhoek
	09-10 Dec 2010	3	Oshakati
Risk and Control Strategy	15-16 July 2010	2	Windhoek
	20-21 Sept 2010	2	Oshakati
Management Accounting - Decision Management	03-04 Aug 2010	2	Oshakati
	01-02 Dec 2010	2	Windhoek
Financial Operations Management including Fraud Prevention	22-23 July 2010	2	Windhoek
	25-26 Nov 2010	2	Oshakati
Strategic Financial Planning and Budgetary Control	29-30 Sept 2010	2	Oshakati
	29-30 Nov 2010	2	Windhoek
Understanding Ratios and Decision Trees in Investment Appraisal	08-09 July 2010	2	Windhoek
	23-25 Nov 2010	2	Oshakati





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## TRAINING SCHEDULE FOR JUNE – DECEMBER 2010

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>Business Management &amp; Entrepreneurship Skills Programs</b>			
Business Writing Skills	01-03 June 2010 18-20 Aug 2010	3 3	Windhoek Ongwendiva
Project Planning, Execution and Monitoring (Evaluation)	02-04 June 2010 24-26 Nov 2010	3 3	Windhoek Oshakati
Project Proposal Writing Skills	21-23 June 2010 22-24 Nov 2010	3 3	Windhoek Oshakati
How to prepare Bankable Business Plans	12-14 July 2010	3	Windhoek
Strategic Planning	16-20 Aug 2010	3	Ongwendiva
Tenders and Proposals Writing	01-03 Sept 2010	3	Oshakati
Supervisory and Leadership Skills	25-27 Aug 2010 24-26 Nov 2010	3 3	Windhoek Oshakati
Project/Business Risk Assessment and Management	06-08 July 2010	3	Oshakati
Accessing Finance for new /existing projects	07-09 June 2010 23-25 Aug 2010	3 3	Windhoek Oshakati
Projects Appraising and Evaluation	28-30 July 2010 09-10 Dec 2010	3 3	Windhoek Oshakati
Entrepreneurship Skills Development	15-16 July 2010 20-21 Sept 2010	2 2	Windhoek Oshakati
Growing and Protecting your Business during difficult business times	03-04 Aug 2010	2	Oshakati
Effective Capital Management and Maximizing of Returns	25-27 Aug 2010	3	Oshakati
Performance Management	06-08 July 2010	3	Oshakati
Goal Setting to achieve your business dreams	25 Aug 2010	1	Oshakati





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>FINANCIAL &amp; MONEY MARKET PROGRAMS</b>			
Introduction to Financial Security and Low Risk Financial Markets	28-30 June 2010	3	Windhoek
	16-20 Aug 2010	3	Oshakati
	24-26 Nov 2010	3	Otjiwarongo
Understanding the Financial Market for Investment Decisions	02-04 June 2010	3	Windhoek
	01-03 July 2010	3	Otjiwarongo
	09-10 Dec 2010	3	Oshakati
Bond Market Pricing - Trading	02-04 Aug 2010	3	Windhoek
	16-20 Aug 2010	3	Ongwendiva
Forecasting Movements in Financial Markets	23-25 June 2010	3	Windhoek
	12-14 July 2010	3	Otjiwarongo
	28-30 June 2010	3	Oshakati
Portfolio Management in a Fast Changing Market	21-22 July 2010	2	Oshakati
	16-17 Aug 2010	2	Windhoek
	09-10 Dec 2010	2	Otjiwarongo
Exploring Real Estate Investment Opportunities	25-27 Aug 2010	3	Windhoek
	24-26 Nov 2010	3	Oshakati
Financial Derivative Securities Trading	06-08 July 2010	3	Windhoek
	23-25 June 2010	3	Oshakati
Managing Mergers and Acquisitions, Liquidations and Managing buyouts	07-09 June 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati





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TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>FINANCIAL &amp; MONEY MARKET PROGRAMS</b>			
Identification and Capitalization of Distressed Loans	15-16 July 2010 20-21 Sept 2010	2 2	Windhoek Oshakati
Exploring Retail and Investment Banking	21-22 July 2010 03-04 Aug 2010 01-02 Dec 2010	2 2 2	Oshakati Windhoek Swakop
Investment Banking	22-23 July 2010 25-26 Nov 2010	2 2	Windhoek Oshakati
Private Equity	02-04 Aug 2010 16-20 Aug 2010	3 3	Windhoek Ongwendiva
Real Estate Investment	12-14 July 2010 28-30 June 2010	3 3	Windhoek Otjiwarongo
Financial Analysis and Investment	21-22 July 2010 23-25 Aug 2010 09-10 Dec 2010	3 3 3	Windhoek Swakop Oshakati
International Finance & Globalization	21-22 July 2010 25-27 Aug 2010 24-26 Nov 2010	3 3 3	Windhoek Oshakati Swakop
Corporate Finance	06-08 July 2010 23-25 June 2010	3 3	Windhoek Oshakati
Investment and Portfolio Analysis	07-09 June 2010 23-25 Aug 2010	3 3	Windhoek Oshakati
Financial Risk Management	28-30 July 2010 09-10 Dec 2010	3 3	Windhoek Oshakati

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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>HUMAN RESOURCES MANAGEMENT PROGRAMS</b>			
Disciplinary Hearing	18-20 Aug 2010	3	Windhoek
Industrial Relations	21-23 July 2010	3	WalvisBay
Fair, Square, and Legal: A Manager's Guide to Safe Hiring, Managing, and Firing Practices	16-18 Aug 2010	3	Ongwendiva
	27-29 Oct 2010	3	Windhoek
Understanding and Using Contracts	12-14 July 2010	3	Swakop
	18-20 Aug 2010	3	Windhoek
Training for Trainers and Personal Development Plans	21-23 July 2010	3	Otjiwarongo
	24-26 Nov 2010	3	Windhoek
Health and Safety Skills at workplace	29-30 Sept 2010	2	Ongwendiva
	29-30 Nov 2010	2	Windhoek
Human Resources Management	12-15 July 2010	4	Ongwendiva
	18-21 Aug 2010	4	Otjiwarongo
Conflict Management	07-09 July 2010	3	Windhoek
Managing Retrenchments and Layoffs	28-30 July 2010	3	Ongwendiva
	08-10 Dec 2010	3	Windhoek
Interpersonal Skills	15-16 July 2010	2	Swakop
	20-21 Sept 2010	2	Windhoek
Code of Conduct and Disciplinary Procedures	07-09 June 2010	3	Otjiwarongo
	23-25 Aug 2010	3	Windhoek
Human Resources for Line Managers	28-30 July 2010	3	Ongwendiva
	08-10 Dec 2010	3	Windhoek





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>HUMAN RESOURCES MANAGEMENT PROGRAMS</b>			
Labor Law	24-25 Aug 2010 09-10 Dec 2010	2 2	Ongwendiva Windhoek
Handling Complaints & Grievances	22-23 July 2010 24-25 Aug 2010	2 2	Windhoek Oshakati
Strategic Human Resources Management	16-20 Aug 2010 25-29 Oct 2010	5 5	Ongwendiva Windhoek
Staff Appraisal	29-30 July 2010 29-30 Sept 2010	2 2	Otjiwarongo Windhoek
Code of Conduct	29-30 Nov 2010 21-22 July 2010	2 2	Swakop Windhoek
Staff Absence Management	20 Aug 2010 01 Sept 2010	1 1	Ongwendiva Windhoek
Performance Management & Evaluation	28-30 July 2010 16-18 Aug 2010	3 3	Ongwendiva Windhoek
Recruitment, Interviewing and selection skills	28-30 July 2010 01-03 Sept 2010	3 3	Windhoek Otjiwarongo
Industrial Relations Management	02-03 June 2010 29-30 Sept 2010	2 2	Ongwendiva Windhoek
Handling Disciplinary Hearing	02-04 June 2010 01-03 Sept 2010	3 3	Windhoek Ongwendiva
Employee Training and Personal Development	29-30 June 2010 29-30 Sept 2010	2 2	Ongwendiva Windhoek





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### TRAINING SCHEDULE FOR JUNE – DECEMBER 2010

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>INFORMATION TECHNOLOGY PROGRAMMES</b>			
E – Records Management	23-25 June 10 16-20 August 10	3 3	Otjiwarongo Windhoek
Database Management Systems	16-20 Aug 2010	3	Windhoek
Information Systems Security	12-14 July 2010	3	Windhoek
Management information Systems	25-27 Aug 2010 24-26 Nov 2010	3 3	Windhoek Oshakati
IT Governance	06-08 July 2010	3	Windhoek
Spread sheets	23-25 Aug 2010	3	Windhoek
Information Systems Security	28-30 July 2010 09-10 Dec 2010	3 3	Windhoek Oshakati
Handling Digital Evidence the Commendable Way: Bringing Cyber Criminals to Justice	15-16 July 2010 20-21 Sept 2010	2 2	Windhoek Oshakati
Information Security Auditing	03-04 Aug 2010 01-02 Dec 2010	2 2	Oshakati Windhoek
E-banking Security: A global implementation from a Namibia perspective.	22-23 July 2010 25-26 Nov 2010	2 2	Windhoek Oshakati
Security Management Practices	29-30 Sept 2010	2	Oshakati
Corporate Governance in IT sector	02-04 Aug 2010	3	Windhoek
Computer Forensic	12-14 July 2010 28-30 June 2010	3 3	Windhoek Otjiwarongo
The Role of Compliance in driving effective IT Governance	21-22 July 2010	3	Windhoek
Identity and Access Management	25-27 Aug 2010	3	Windhoek
Database Security: Will our data be ever secure?	06-08 July 2010	3	Oshakati





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>MANAGEMENT: LEADERSHIP AND SUPERVISORY PROGRAMS</b>			
Protocol Skills	16-18 Aug 2010	3	Windhoek
Good Corporate Governance	09-10 Dec 2010	3	Oshakati
Increase performance through implementing corporate culture	15-16 July 2010	2	Windhoek
Training Needs analysis and personal development plans	03-04 Aug 2010	2	Oshakati
Practical delegation and decentralization of Authority	25-27 Aug 2010	3	Oshakati
Supervisory, Leadership & Management Skills	06-08 July 2010	3	Oshakati
Accounting and Finance for Managerial Decision Making	25 Aug 2010	1	Oshakati
Change management	09-10 Dec 2010	2	Windhoek
Basic Supervisory Skills	20-21 Sept 2010	2	Oshakati
Effective Management	01-02 Dec 2010	2	Windhoek
Team Building	25-27 Aug 2010	3	Oshakati
Leadership	06-08 July 2010	3	Oshakati
Conflict Management	07-09 July 2010	3	Windhoek
Performance Management	25 Aug 2010	1	Oshakati
Handling Customer Complaints	28-30 July 2010	3	Windhoek
	09-10 Dec 2010	3	Oshakati
Understanding Behavioral Styles for Teams	20-21 Sept 2010	2	Oshakati
Organizational Behavior	01-02 Dec 2010	2	Windhoek
Critical Thinking: Strategies in Decision Making	25-27 Aug 2010	3	Oshakati
Quality Management and Productivity	06-08 July 2010	3	Oshakati
Strategy Management	25 Aug 2010	1	Oshakati
Regulation and Conflict Management in the Workplace	03-04 Aug 2010	2	Windhoek





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>MARKETING &amp; SALES PROGRAMS</b>			
Effective Selling Skills	01-03 June 2010	3	Windhoek
	16-18 Aug 2010	3	Oshakati
Research Methodology	23-25 Aug 2010	3	Windhoek
Marketing Communication Skills	28-30 July 2010	3	Oshakati
Marketing and Sales Management	20-21 Sept 2010	2	Oshakati
Marketing Research	03-04 Aug 2010	2	Oshakati
	01-02 Dec 2010	2	Windhoek
Fundamentals of Marketing and Selling	25-26 Nov 2010	2	Windhoek
Negotiations Skills	23-24 Aug 2010	2	Windhoek
	28-29 July 2010	2	Ongwendiva
Telephone Selling	23-25 June 2010	3	Otjiwarongo
	16-20 Aug 2010	3	Windhoek
Customer Care	23-25 June 2010	3	Ongwendiva
	11-13 Aug 2010	3	Otjiwarongo
Promotional, Communication Planning	20-21 Sept 2010	2	Windhoek
Strategy Formulation	01-02 Dec 2010	2	Oshakati
Buyer & Consumer Behavior	25-26 Nov 2010	2	Oshakati
Integrated Marketing Communications	29-30 Sept 2010	2	Oshakati
Sales Management	02-04 Aug 2010	3	Windhoek
Marketing Strategy	12-14 July 2010	3	Windhoek
Product Development	20-21 Sept 2010	2	Windhoek
Closing Deals	01-02 Dec 2010	2	Windhoek





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>OFFICE ADMINISTRATION AND SECRETARIAL PROGRAMS</b>			
Professional Secretarial Skills	09-11 June 2010	3	Windhoek
	11-13 Aug 2010	3	Swakop
	18-20 Oct 2010	3	Ongwendiva
Meeting Procedures and Minutes Taking	03-04 Aug 2010	2	Oshakati
	01-02 Dec 2010	2	Windhoek
Conflict Management and Negotiation Skills	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
Basic Secretarial and Receptionist Skills	22-23 July 2010	2	Windhoek
	24-25 Aug 2010	2	Oshakati
Executive Secretarial Skills	07-09 June 2010	3	Ongwendiva
	21-23 Sept 2010	3	Windhoek
Effective Hygiene and Principles of Cleaning	28-30 July 2010	3	Windhoek
	01-03 Sept 2010	3	Otjiwarongo
Office Administration Skills	07-08 July 2010	2	Windhoek
	30-31 Aug 2010	2	Ongwendiva
	01-02 Dec 2010	2	
Minutes Taking	21-23 June 2010	3	Windhoek
	21-23 Sept 2010	3	Ongwendiva
	08-10 Dec 2010	3	
Report Writing	28-30 July 2010	3	Ongwendiva
	01-03 Sept 2010	3	Windhoek
	08-10 Dec 2010	3	Otjiwarongo





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TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>OFFICE ADMINISTRATION AND SECRETARIAL PROGRAMS</b>			
Time and Stress Management	14-16 July 2010	3	Windhoek
	24-26 Nov 2010	3	Oshakati
Advanced Office Management	20-21 Sept 2010	2	Windhoek
Communications and Presentations Skills	28-30 July 2010	3	Windhoek
	09-10 Dec 2010	3	Oshakati
Information Management and Records Keeping	07-09 June 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
Computerized Information Management and Records Management	25-26 Nov 2010	2	Oshakati
Business Communication: Writing Skills	07-09 June 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
Protocol Skills for Politicians and all other Public Office Bearers	27-29 Oct 2010	3	Ongwendiva
Cleaners and Messengers Skills	01-03 June 2010	3	Ongwendiva
Drivers' Protocol Skills	14-16 June 2010	3	Okahandja
Filing and Records Management	02-04 June 2010	3	Windhoek
	05-06 July 2010	3	Ongwendiva
Health and Safety Skills at workplace	07-09 July 2010	3	Windhoek
Professional Cleaning Practices & Procedures	02-04 June 2010	3	Okahandja
	07-09 July 2010	3	Ongwendiva
	16-18 Aug 2010	3	Windhoek
Professional Receptionist Skills	05-07 July 2010	3	Swakop
	11-13 Aug 2010	3	Ongwendiva
	18-20 Oct 2010	3	Windhoek





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>PROJECTS MANAGEMENT PROGRAMMES</b>			
Project Proposal Writing	07-09 July 2010	3	Windhoek
	16-18 Aug 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Project Team Building Management	02-04 June 2010	3	Windhoek
	12-14 July 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Project Quality Management	07-09 July 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
	21-23 Sept 2010	3	Otjiwarongo
Project Planning, Execution, Monitoring & Evaluation	07-09 June 2010	3	Ongwendiva
	16-18 Aug 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
Project Risk Management	28-30 July 2010	3	Windhoek
	01-03 Sept 2010	3	Otjiwarongo
	18-20 Oct 2010	3	Ongwendiva
Project Communications Management	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
Project Integration Management	22-23 July 2010	2	Windhoek
	24-25 Aug 2010	2	Oshakati





**The Centre for Training and Projects Development (Pty) Ltd**

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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>PURCHASING, LOGISTICS, WAREHOUSE, &amp; INVENTORY PROGRAMS</b>			
Effective Store & Warehouse Operations & Management	16-20 Aug 2010	5	Windhoek
Cost Reduction Techniques for Effective Purchasing	07-09 July 2010	3	Windhoek
	16-18 Aug 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Global Sourcing & International Purchasing	02-04 June 2010	3	Windhoek
	12-14 July 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
World-Class Transportation & Distribution “ <i>improve service and reduce cost with a better transportation plan</i> ”	07-09 July 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
	21-23 Sept 2010	3	Otjiwarongo
Successful Tender Design & Contract Management	07-09 June 2010	3	Ongwendiva
	16-18 Aug 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
Road Accidents Prevention skills	28-30 July 2010	3	Windhoek
	01-03 Sept 2010	3	Otjiwarongo
	18-20 Oct 2010	3	Ongwendiva
Effective Wholesaling, Warehousing and Stores Management	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
New Approaches to Measuring Purchasing Performance	22-23 July 2010	2	Windhoek
	24-25 Aug 2010	2	Oshakati
Transportation and Fleet Management Strategies for the Public Service	07-09 July 2010	3	Windhoek
	16-18 Aug 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>PURCHASING, LOGISTICS, WAREHOUSE, &amp; INVENTORY PROGRAMS</b>			
E-Procurement – Strategies for Success	02-04 June 2010	3	Windhoek
	12-14 July 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Stores & Inventory Management	07-09 July 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
	21-23 Sept 2010	3	Otjiwarongo
Import Export Smart Start	21-23 Sept 2010	3	Windhoek
Effective Store Management and Operations	28-30 July 2010	3	Windhoek
	01-03 Sept 2010	3	Otjiwarongo
	18-20 Oct 2010	3	Ongwendiva
Supply Chain Management	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
Successful Negotiation Skills for Purchasers	22-23 July 2010	2	Windhoek
	24-25 Aug 2010	2	Oshakati
Practical Negotiation Skills	08-09 July 2010	2	Windhoek
	17-18 Aug 2010	2	Ongwendiva
Purchasing from Abroad	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Ongwendiva
Fleet and Transport Management (generic)	21-23 June 2010	3	Windhoek
	23-25 Aug 2010	3	Swakop
	13-15 Oct 2010	3	Ongwendiva





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**TRAINING SCHEDULE FOR JUNE – DECEMBER 2010**

TRAINING COURSE TITLE/NAME	DATES	DAYS	VENUE
<b>RURAL DEVELOPMENT PROGRAM</b>			
Renewable Energy for Community Development	12-14 July 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo
	08-10 Dec 2010	3	Katima Mulilo
Sustainable Community Development during recession	22-23 July 2010	2	Windhoek
	24-25 Aug 2010	2	Oshakati
Asset Based Community Development	07-09 July 2010	3	Windhoek
	16-18 Aug 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Growing home strategies: Integrating agriculture into community development	16-18 Aug 2010	3	Windhoek
	24-26 Nov 2010	3	Katima Mulilo
	09-10 Dec 2010	3	Ongwendiva
Basic Bookkeeping and Administration of Finances for rural projects/businesses	07-09 July 2010	3	Windhoek
	16-18 Aug 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Community Development, Participation and Community Accountability	02-04 June 2010	3	Windhoek
	12-14 July 2010	3	Otjiwarongo
	21-23 Sept 2010	3	Ongwendiva
Conflict Management and Resolution in Rural Communities	07-09 July 2010	3	Windhoek
	23-25 Aug 2010	3	Oshakati
	21-23 Sept 2010	3	Otjiwarongo
Sustainable Leadership for Rural Community “Empowering Leaders”	07-09 June 2010	3	Ongwendiva
	16-18 Aug 2010	3	Windhoek
	21-23 Sept 2010	3	Otjiwarongo

