



Millennium Solutions Training Center



MILLENNIUM SOLUTIONS TRAINING CENTER

- High Quality
- Continuous Improvement
- Cost Effectiveness
- Flexibility & Customization
- Latest Techniques & Technology
- Serving the Community



ECSI

EMERGENCY CARE
& SAFETY INSTITUTE

Life Saving Training. Simplified.



This certificate verifies that

Millennium Solutions Training Center (MSTC)

is qualified and designated as an Education Center for the
Emergency Care & Safety Institute.

5/1/2013

Date of Authorization

OFFERED IN ASSOCIATION WITH

AAOS
AMERICAN ACADEMY OF ORTHOPAEDIC SURGEONS

**American College of
Emergency Physicians***
ADVANCING EMERGENCY CARE

ABOUT US

MSTC offers a wide range of training and development programs in Technical & Non-technical areas which include short courses, workshops, tailor-made programs & seminars catering to the diversified needs of industries and service organizations such as Oil and Gas, Petrochemical, Manufacturing and Processing, Power Generation and Distribution, Banking, Insurance, Tourism & Healthcare.

Our expert team's focus is to provide innovative solutions based on sound principles and well tested techniques to help our clients achieve their training and human resource development objectives with commitment to maximum flexibility, cost effectiveness, quality, excellence & continuous improvement.

MSTC strives to be the pioneer in its specialized fields.




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VISION

To be a reliable source in providing specialized training solutions for international & national corporations which are operating in the middle east.





MSTC is committed to achieve maximum excellence, quality & continuous improvement in all its services.

MSTC is committed to provide its services by collaboration with the best international consultants & organizations.

Mission

MSTC is committed to bring latest techniques, technology & practical training solutions to the region.

MSTC is committed to serve the community & add values to the people.

TRAINING CATEGORIES

Mechanical Engineering
Electrical & Instrumentation Engineering
Chemical, Process & Production Engineering
Maintenance
Laboratory & Analyzers
Marine & Offshore
Geology, Drilling & Reservoirs
Inspection
Health, Safety & Environment

Oil & Gas Management
Management, Leadership & Soft Skills
Project & Contract Management
Finance & Accounting
Warehouse, Inventory & Procurement
Quality & Six Sigma
Sales & Marketing
Cement Industry
Health Care

CONSULTANCY services

CAMS “Competency Assurance Management System”

CAMS Design & Implantation

Assessment & Training Solutions

HRM and Training

- Talent Management
- Career Development Planning
- Job Description & (Re-) Writing Company
Job Description
- Salary Benchmarking & Grading
- Competency Gap Analysis
- Training Needs Assessment
- Train the Trainer and OJT
- Leadership Competency Studies
- Design and Develop Customized Training Programs
- Auditing Existing Training Practices and Policies,
Costs, Results, ROI for Training ... etc.
- Performance Appraisal Management
- Conducting a Human Resource Audit
- (Re-) Evaluating Jobs in your Organization
- Designing a New Performance Management System
- Designing an Organizational Competency H.R. System
- Developing a Training Strategy
- Competency Based Career Development Systems

- A Project in Organizational Change
- Designing a Culture Change Strategy
- Writing a Policy and Procedures Manual
- Implementing the H.R. Balanced Scorecard
- Creating a H.R. and Succession Plan
- The Strategic H.R. Planning Project
- Designing an Induction Program for the Company
- Creating a Staff Handbook
- Business Driven H.R.M.
- Training for Impact
- Human Capital Measurement

Feasibility Studies

Quality

Professional Services for certification of:

ISO 9001:2008

ISO 14001

ISO 22000

ISO 17025

OHSAS 18001



FACULTY

Delivering information through knowledge & experience obtained by renowned international speakers is one of the effective tools of MSTC.

MSTC has a pool of specialized faculties who have many years of experience and valuable skills to deliver high quality courses in their respective fields. Those worldwide recognized instructors with hands-on work experience include professional trainers, consultants, academic and industry researchers, and business executives from leading international organizations.

Our associates are spread around the globe. We affiliate with leading international training organizations, universities, research centers as well as independent professional trainers and consultants from Europe, North America, Australia, Asia and the Middle East. This enhances our ability to provide solutions as per customers' needs.

Furthermore, our instructors' international experience includes delivering training courses and providing consultancy services to international & national corporations in the Middle East.



MECHANICAL ENGINEERING PROGRAMS

Ref. #	Course Title
ME-101	Advanced Gas Turbine Mechanical Maintenance And Troubleshooting
ME-102	Advanced Heating, Ventilating And Air Conditioning (HVAC)
ME-103	Advanced Mechanical Seals Course
ME-104	Advanced Pumps, Compressors And Turbine Troubleshooting And Maintenance
ME-105	Advanced Pumps Maintenance And Troubleshooting
ME-106	Advanced Root Cause Failure Analysis (RCFA)
ME-107	Advanced Steam Turbines: Design, Operation And Maintenance
ME-108	Advanced Technology Of Pipeline Design, Construction And Mechanical Integrity
ME-109	Advanced Valve Technology: Design, Selection, Installation, Applications, Sizing, Inspection And Maintenance
ME-110	Air Conditioning And Refrigerating Technology
ME-111	Alignment And Troubleshooting Of Rotating Machinery
ME-112	Analytical Troubleshooting In Process Machinery And Pressure Vessels
ME-113	API 510 Pressure Vessel Inspection Code
ME-114	API 570 Piping Inspection Code
ME-115	API 653 Tank Inspection Code
ME-116	Applied Heat Transfer Engineering
ME-117	Basic Operation And Theory Of Steam And Gas Turbines, Co-Generation And Combined Cycle Plants
ME-118	Bearing And Bearing Failure Analysis
ME-119	Bearing Installation, Maintenance, Troubleshooting And Failure Analysis
ME-120	Bearing, Lubrication And Gear Boxes
ME-121	Belt Conveyers: Operation And Maintenance
ME-122	Blowers And Compressors
ME-123	Blowers, Compressors And Pumps Technology
ME-124	Boiler Operation And Maintenance
ME-125	Boiler Operation And Water Treatment Technology

ME-126	Caterpillar Engine
ME-127	Centrifugal Compressor And Steam Turbine Design, Operation And Maintenance
ME-128	Centrifugal Compressor Major Inspection
ME-129	Centrifugal Compressor: Operation And Maintenance
ME-130	Centrifugal Compressor Theory And Troubleshooting (Dresser Rand)
ME-131	Centrifugal Gas Compressor Operations
ME-132	Centrifugal Gas Compressor Seal Maintenance (Wet And Dry)
ME-133	Centrifugal Pumps: Operation, Maintenance And Troubleshooting
ME-134	Centrifugal Pumps: Principles And Operations
ME-135	Centrifugal Pumps Troubleshooting
ME-136	Combined Cycle Power Generation System
ME-137	Combustion Techniques
ME-138	Commissioning And Start-up Of Boilers
ME-139	Compressors And Steam Turbine Technology, Design, Operation And Maintenance
ME-140	Compressors Major Inspection And Overhauling
ME-141	Compressors, Pumps, Motors, And Variable-Speed Drives: Selection, Sizing, Applications, Operation, Diagnostic Testing, Troubleshooting, And Maintenance
ME-142	Compressors System Design, Selection, Installation, Operation And Troubleshooting
ME-143	Compressors Technology
ME-144	Compressors Troubleshooting And Fault Diagnosis
ME-145	Compressors Types, Selection, Troubleshooting And Operations
ME-146	Condition Monitoring And Vibration Control Of Machines And Plants
ME-147	Condition Monitoring Techniques
ME-148	Conveyers: Operation And Maintenance
ME-149	Design, Analysis And Fabrication Of Pressure Vessels
ME-150	Design And Fabrication Of Storage Tanks In Accordance With API 650
ME-151	Design Ventilation Systems
ME-152	Diesel Engine: Designs, Installation, Operations, Troubleshooting And Maintenance
ME-153	Diesel Engine Maintenance
ME-154	Dry Gas Seal Maintenance
ME-155	Dual Effect MVC Troubleshooting
ME-156	Dynamic Balancing
ME-157	Failure Diagnosis Of Rotating Machinery
ME-158	Fans And Application In Power Plant
ME-159	Fasteners

ME-160	Flare And Pressure Relief Systems In Process Plant
ME-161	Fluid Mechanics
ME-162	Fuel And Combustion
ME-163	Fuel Systems Of GE Gas Turbine Units
ME-164	Fundamentals Of Lubrication
ME-165	Fundamentals Of Mechanical Maintenance System
ME-166	Fundamentals Of Piping System For Engineers
ME-167	Fundamentals Of Storage Tanks
ME-168	Fundamentals Of Thermodynamics
ME-169	Fundamentals Of Vibration Causes, Effects, Analysis And Prevention Techniques
ME-170	Fundamentals/Overview Of Pumps And Compressors In Oil And Gas Facilities
ME-171	Gas And Air Compressors - Centrifugal And Axial Compressors
ME-172	Gas And Air Compressors - Positive Displacement
ME-173	Gas Turbine Frame 5 And 6 Operation, Maintenance And Inspection
ME-174	Gas Turbine Generator: Operation And Maintenance
ME-175	Gas Turbine Liquid Fuel System
ME-176	Gas Turbine Operation, Diagnostic Testing, Troubleshooting And Maintenance
ME-177	Gas Turbine Technology And Protection
ME-178	Gaskets, Packing And Mechanical Seals
ME-179	Gear Boxes And Dynamic Balance
ME-180	Gear Boxes, Bearings, Lubrication And Mechanical Seals
ME-181	Gear Boxes: Selection, Inspection, Maintenance, Troubleshooting And Repair
ME-182	GE Turbine Operations And Inspection
ME-183	Hand Tools And Power Tools
ME-184	Heat Exchangers: Mechanical Design, Specification And Troubleshooting
ME-185	Heat Recovery Steam Generation (HRSG)
ME-186	Heat Treatment
ME-187	Heating, Ventilation And Cooling Systems For Engineers
ME-188	Hot Tapping Welding Application, Inspection, Risk Assessment And Control
ME-189	Hydraulic And Pneumatic Maintenance And Troubleshooting
ME-190	Industrial Equipment: Compressors, Pumps, Motors And Variable-Speed Drives: Selection, Sizing And Application
ME-191	Instrument Air System And Pneumatic Systems
ME-192	Internal Combustion Engine (Diesel Engines And Gas Engines) Theory And Troubleshooting
ME-193	Interpretation Of Engineering Drawings

ME-194	Lube Oil System Design And Troubleshooting
ME-195	Lubrication, Wear And Friction
ME-196	Machine Elements: Bearings And Lubrication
ME-197	Machine Elements: Coupling And Hydraulic Converters
ME-198	Machinery Alignment And Balancing
ME-199	Machinery Bearing, Lubrication And Reliability
ME-200	Machinery Failure Analysis And Prevention
ME-201	Machinery Failure, Vibration Analysis And Predictive Maintenance
ME-202	Machinery Vibration Analysis For Beginners And Intermediates
ME-203	Machinery Vibration And Predictive Analysis And Maintenance
ME-204	Maintenance And Operation Of Rotating Equipment
ME-205	Material Selection And Heat Treatment
ME-206	Metallurgy And Material Selection For Mechanical Engineers
ME-207	Measuring Tools And Precision Measuring Tools
ME-208	Mechanical Alignment / Shaft Alignment
ME-209	Mechanical Drawings, Symbols And Documentation For Engineers
ME-210	Mechanical Engineering For Non Mechanical Engineers
ME-211	Mechanical Equipment: Compressors, Pumps, Seals, Motors And Variable Speed Drives
ME-212	Mechanical Measurements
ME-213	Mechanical Seals And Gland Packing
ME-214	Mechanical Seals: Design, Application, Selection, Installation, Troubleshooting And Maintenance
ME-215	Mechanical Seals And Dry Seals
ME-216	Mechanical Seals Maintenance
ME-217	Mechanical Vibration Causes, Effect, Analysis And Prevention Techniques
ME-218	Modern Heating, Ventilating And Air Conditioning (HVAC) Systems
ME-219	Modern Valve Technology
ME-220	Molecular Sieves And Adsorption
ME-221	Operation, Maintenance And Failure Prevention Of Plant Piping Systems
ME-222	Operation, Maintenance And Troubleshooting Of Pumps, Compressors And Valves
ME-223	Overview Of Pumps And Compressors In Oil And Gas Facilities
ME-224	Pipeline Operations And Troubleshooting
ME-225	Piping Flanges, Gaskets And Valves

ME-226	Piping Systems Design, Troubleshooting And Maintenance
ME-227	Piping Vibration Analysis
ME-228	Plant Equipment Maintenance
ME-229	Power Transmission Systems Or Drives (Coupling, Belt Drive, Gears, Hydraulic Couplings, etc.)
ME-230	Practical Boiler Plant Operation And Management For Engineers And Technicians
ME-231	Practical Boiler Plant: Operation, Maintenance And Troubleshooting
ME-232	Practical Hydraulic Systems: Operation And Troubleshooting
ME-233	Practical Multi-Stage Pump OH
ME-234	Practical Pneumatic Systems: Design, Operation, Control, Maintenance And Troubleshooting
ME-235	Practical Pump And Valve Technology
ME-236	Practical Pump Technology: Selection, Operation And Maintenance
ME-237	Practical Valve Technology: Selection, Installation, Upgrading, Inspection And Troubleshooting
ME-238	Pressure Relief Device Inspection (API-576)
ME-239	Pressure Vessels Design
ME-240	Prime Movers Operation Maintenance And Troubleshooting
ME-241	Principles Of Rotating Equipment
ME-242	Process Equipment: Fired Heaters, Air Coolers, Heat Exchangers, Piping, Pumps, Compressors , Process Vessels, Fractionators Columns, Reactors And Loading Facilities: Selection, Sizing, Applications, Design, Operation, Troubleshooting And Maintenance
ME-243	Process Piping And Piping Fundamentals, Pipes And Fittings
ME-244	Process Piping Design (ASME B31.3)
ME-245	Pumps And Compressors Design, Maintenance And Troubleshooting
ME-246	Pumps And Compressors Maintenance
ME-247	Pumps And Compressors: Preventive Diagnostics
ME-248	Pumps And Pumping System Design, Installation, Operation And Troubleshooting
ME-249	Pumps And Turbine Technology
ME-250	Pumps (Centrifugal And Positive Displacement Pumps): Selection, Operation And Maintenance

ME-251	Pumps, Compressors And Steam Turbines: Operations And Troubleshooting
ME-252	Pumps Maintenance
ME-253	Pumps Maintenance And Mechanical Seals
ME-254	Pumps, Valves And Diesel Engine Maintenance
ME-255	Reading Of Piping And Instrument Drawings
ME-256	Reciprocating Compressors: Operations, Maintenance And Troubleshooting
ME-257	Reciprocating Compressors Overhauling
ME-258	Reciprocating Compressors Theory And Troubleshooting
ME-259	Reverse Engineering
ME-260	Risk Based Inspection (RBI) API-580/ 581
ME-261	Root Cause Failure Analysis (RCFA)
ME-262	Rotating Equipment Fundamentals
ME-263	Rotating Equipment: Introduction To Gas Turbines, Pumps And Compressors Operations And Maintenance
ME-264	Rotating Equipment Reliability Optimization And Continuous Improvement
ME-265	Rotating Equipment, Selection, Operation, Maintenance And Inspection
ME-266	Rotating Equipment Vibration And Monitoring
ME-267	Rotating Machinery, Turbine And Compressor Control
ME-268	Safety Relief Valve Inspection, Maintenance, Operation, Troubleshooting And Repair
ME-269	Scheduled Oil Sampling
ME-270	Screw Compressor Theory, Operation, Troubleshooting And Maintenance
ME-271	Separators Selection, Operation And Maintenance
ME-272	Solar Gas Turbine Operation And Maintenance
ME-273	Static Equipment; Introduction To Valves, Pressure Vessels, Piping And Heat Exchangers
ME-274	Steam Boilers Operation, Maintenance And Control Systems
ME-275	Steam Trapping And Control
ME-276	Steam Turbine Design, Operation And Maintenance
ME-277	Steam Turbine Maintenance
ME-278	Storage Tanks: Inspection, Maintenance, Operation, Troubleshooting And Repair
ME-279	Tanks And Pressure Vessels - Basic Course
ME-280	Tank And Tank Farms: Design, Operation, Measurement, Inspection And Maintenance
ME-281	Troubleshooting Of Engines, Pumps And Compressors
ME-282	Turbine Major Inspection And Overhaul
ME-283	Turbochargers: Working Principle, Troubleshooting And Maintenance

ME-284	Turbo Expander And Liquid Expander: Operation, Performance, Maintenance And Troubleshooting
ME-285	Turbo Machinery Monitoring And Problem Analysis
ME-286	Utilities And Energy Systems Design And Performance In Refineries And Petrochemical Plants
ME-287	Utilities Equipment; Steam Generators, Water Treatment And Storage Tanks
ME-288	Valves Fundamentals
ME-289	Valves Maintenance
ME-290	Valves Technology Types, Maintenance, Troubleshooting, Operation And Applications
ME-291	Valves, Valve Actuators And Valve Maintenance
ME-292	Valves Types, Operation And Applications
ME-293	Vibration Analysis And Condition Monitoring
ME-294	Vibration Analysis For Conditioning Monitoring Of Rotating Machinery
ME-295	Vibration Analysis In Process Plants
ME-296	Vibration Measurement
ME-297	Machinery Failure Analysis And Troubleshooting
ME-298	Centrifugal, Reciprocating And Screw Compressor



ELECTRICAL & INSTRUMENTATION ENGINEERING PROGRAMS

Ref. #	Course Title
EI-101	11KV/415V Operation Of Electrical Equipment
EI-102	13.8 kV And 34.5kV Cable Splicing And Termination Techniques
EI-103	13.8 kV Network Operation (Load Center)
EI-104	230/115/69KV Transmission Tower And Conductor Types
EI-105	AC Electrical Motor Control System
EI-106	Advanced Electrical Troubleshooting, Repairs And Isolations Techniques
EI-107	Advanced Generator Maintenance
EI-108	Advanced Lighting Design And Application
EI-109	Advanced PLC
EI-110	Advanced Power Distribution Engineering For Utilities
EI-111	Advanced Power Transmission Technologies
EI-112	Advanced Process Control
EI-113	Advanced Process Control; Loops, Analysis And Troubleshooting
EI-114	Alarm Trips And Turbine Protection
EI-115	Anti-Surge Controller (CCC)
EI-116	Application Of Electrical Science To Power Generation, Transmission And Utilization
EI-117	Applied Instrumentation Technology
EI-118	Applying Standard Instrumentation And Control Documentations
EI-119	Automatic Tap Changer In Power Transformer
EI-120	Basic Electrical And Instrumentation Design
EI-121	Basic Electrical Engineering For Non Electrical Engineers
EI-122	Basic Electrical Measuring Instruments And Test Equipment
EI-123	Basic Instrumentation And Control
EI-124	Boiler Control And Instrumentation
EI-125	Cable Installation
EI-126	Cable Testing And Fault Location
EI-127	Capacitor Banks
EI-128	Commissioning And Troubleshooting Control Systems
EI-129	Commissioning, Testing And Start-up Of Electrical Systems

El-130	Communication (Scada & Protection)
El-131	Condition Monitoring Of Power System Equipment
El-132	Configuring And Testing Smart Field Devices
El-133	Control Valves, Actuators And Positioners
El-134	Control Valves, Actuators And Pumps: Selection, Calculation, Sizing, Applications, Operations And Diagnosis
El-135	Control Valves And Actuators: Selection, Calculations, Sizing, Applications, Operation, Diagnostic Testing, Troubleshooting And Maintenance
El-136	Control Valves Engineering
El-137	Control Valve Sizing, Selection And Maintenance
El-138	Control Valve Technology
El-139	Crude Metering System
El-140	Data Communication And Fieldbus Systems
El-141	Designing Telecommunications Distribution System
El-142	Diesel Power Generating Operation, Maintenance, Testing And Troubleshooting
El-143	Digital And Static Protection Relays
El-144	Digital Fundamentals
El-145	Distributed Control System (DCS) Fundamentals, Applications And Troubleshooting
El-146	Distribution Automatic Voltage Regulators
El-147	Distribution Materials Testing (Transformers, Cables, Switchgear, KWH Meters, ...) For Engineers
El-148	Distribution Network Maintenance
El-149	Distribution Overhead Transmission Line Equipment
El-150	Distribution Reliability And Power Quality
El-151	Earthing, Bonding, Lightning And Surge Protection Of Electrical Systems And Equipment
El-152	Earthing Of Utility And Industrial Distribution System
El-153	Economy Dispatch Of Power Plants
El-154	Electric Distribution System Equipment Preventive Maintenance (EPM) And Engineering Principles
El-155	Electric Distribution System Equipment: Transformers, Switchgears, Circuit Breakers, Relays, Capacitors, Surge Arresters, Cables And Meters: Operation, Inspection, Testing, Evaluation, Maintenance And Safety
El-156	Electric Power Distribution System For Industrial Plants
El-157	Electrical Demand Side Management (EDSM)
El-158	Electrical Distribution Equipment Operation And Maintenance
El-159	Electrical Distribution System Equipment Preventive Maintenance

El-160	Electrical Drawing And Interlocking Circuit
El-161	Electrical Engineering Practices For Facilities Engineers
El-162	Electrical Equipment And Control System
El-163	Electrical Equipment: Transformers, Inverters, Rectifiers, Uninterruptable Power Systems, Generators
El-164	Electrical Installation And Maintenance
El-165	Electrical Installation And Maintenance In Hazardous Locations
El-166	Electrical Maintenance, Testing, Inspection And Risk Assessment
El-167	Electrical Meter Theory, Applications And Maintenance
El-168	Electrical Motors And Transformer Operation And Maintenance
El-169	Electrical Power Distribution
El-170	Electrical Preventive Maintenance
El-171	Electrical Protective Relays, Switches And Circuit Breakers
El-172	Electrical Substations Maintenance
El-173	Electrical Substation Safety For Engineers And Technicians
El-174	Emergency Shutdown And Blow Down For Oil And Gas Processes
El-175	Fault Analysis In Electrical Networks And Distribution Cables
El-176	Field Instruments
El-177	Fire & Gas System; Detectors And Guard Safety Controller
El-178	Flow Measurement Techniques
El-179	FS For Safety Instrumented System Professionals
El-180	Fuel Oil Treatment Plant Operation And Maintenance
El-181	Fundamentals Of Instrumentation Measurement And Control Devices: Quality, Analysis And Problem Solving For Engineers
El-182	Fundamentals Of Electrical Systems
El-183	Fundamentals Of Frequency Control, AGC And Economic Dispatch
El-184	Gas Measurement
El-185	Gas Measurement and Flow Metering Station
El-186	Gas Turbine Auxiliary Systems
El-187	Gas Turbine Control System And Protection
El-188	Gas Turbine Control System (Mark 6)
El-189	Generator Excitation Systems: Design, Commissioning, Operation, Maintenance, Performance Analysis, Testing, Tuning, Repair And Troubleshooting
El-190	Generator Maintenance
El-191	Generators: Operations, Maintenance, Control, Testing And Troubleshooting
El-192	Generator Protection
El-193	Grid Station Meter Reading
El-194	High And Medium Voltage Substation Design, Testing And Maintenance
El-195	Human Machine Interface (HMI)

EI-196	HV Equipment Testing
EI-197	HV Motors And Transformers: Design, Operations And Troubleshooting
EI-198	HV Switchgears
EI-199	Industrial Instrumentation and Modern Control Systems (Process Control And Instrumentation)
EI-200	Industrial Motors And Control
EI-201	Industrial Process And Instrumentation Control
EI-202	Industrial Process Measurement
EI-203	Installation, Calibration And Maintenance Of Electronic Instruments
EI-204	Instrumentation Controls Systems For Facilities Engineers
EI-205	Instrumentation For Non Instrument Personnel
EI-206	Instrumentation Installation in Hazardous Areas
EI-207	Instrumentation Selection And Design
EI-208	Instrumentation Systems Maintenance and Troubleshooting
EI-209	Introduction To Boiler Control Systems: Meeting NFPA Standards
EI-210	Introduction To Control Systems In Petrochemical Industry (SCADA/PLC/DCS)
EI-211	Introduction To Reading Of Electrical Drawings And Diagrams
EI-212	Liquid And Gas Flow Metering
EI-213	Logic Control And Safeguarding Theoretical And Practical
EI-214	LNG Tanks Level Management System (TMS)
EI-215	LV And HV Switchgears
EI-216	LV/MV/HV Circuit Breakers (Switchgears): Inspection, Maintenance, Design, Repair, Troubleshooting And Power Distribution
EI-217	LV Switchgears
EI-218	Lightning Protection And Insulation Coordination For Power Systems
EI-219	Major Generator Inspection And Testing
EI-220	Maintenance And Troubleshooting Of LV/MV Switchgears
EI-221	Maintenance, Troubleshooting And Repair Of Electrical Motors
EI-222	Maintenance Of Transformation
EI-223	Mechanical Application For Transmission Line Networks
EI-224	Maintaining Voltage Stability And Avoiding Voltage Collapse In Power Systems
EI-225	Microprocessor Applications
EI-226	Modern Distributed Control Systems (DCS) And Process Instrumentation
EI-227	Modern Electric Power Systems: Design, Modeling, Analysis And Problem Solving
EI-228	Modern Power Systems Protective Relaying
EI-229	Motors And Variables-Speed Drive: Selection, Sizing, Applications And Operations

EI-230	Motor Control Circuits Maintenance And Troubleshooting
EI-231	Multiphase Flow Metering
EI-232	MV Circuit Breakers: Design, Applications And Maintenance
EI-233	National Electrical Codes (NEC)
EI-234	New Approaches In DCS And SCADA Systems
EI-235	On Load Tap Changer
EI-236	Operation And Maintenance Of Large Turbo Generators
EI-237	Operation, Maintenance, Interconnected System, Transmission
EI-238	Overhead Lines, Maintenance And Construction
EI-239	Overhead Lines Malfunctions And How To Fix Them
EI-240	Overhead Line Patrolling
EI-241	Overhead Transmission Line Grounding
EI-242	Overhead Transmission Line Vibration And Ways To Mitigate Their Effect
EI-243	Performance Of Generators And Exciters
EI-244	Pneumatic Electronic Control Systems
EI-245	Power And Power Stations: Design, Installation And Maintenance
EI-246	Power Capacitors: Applications, Switching Problems, Protection And Maintenance
EI-247	Power Dispatching Orientation
EI-248	Power Factor Testing
EI-249	Power Generation: Gas Turbines, Steam Power Plant, Co-Generation And Combined Cycle Plants
EI-250	Power Generation Operation And Control
EI-251	Power Optimization Of Energy Management System In Modern Power Generation Industry
EI-252	Power Plant Control And Instrumentation
EI-253	Power Plant Start-up, Commissioning And Troubleshooting
EI-254	Power Plant Troubleshooting And Engineering Problem Solving
EI-255	Power System Grounding
EI-256	Power System Planning And Control
EI-257	Power System Protection And Optimum Selection Of Relays
EI-258	Power System Protection: Control And Stability
EI-259	Power System Protection In Utilities And Industrial Electrical Networks
EI-260	Power System Reliability

EI-261	Power System Stability And Dynamics
EI-262	Practical Design Criteria Of Distribution Substations And Underground Cable Feeders
EI-263	Practical Fieldbus For Process Control: Engineering, Configuration, Installation, Commissioning, Troubleshooting, Operation And Maintenance
EI-264	Practical Grounding Of Utility, Bonding, Lightning, Surge Protection And Industria Distribution Systems
EI-265	Practical High Voltage Cable Jointing And Termination
EI-266	Practical Motor Protection, Testing, Control And Maintenance Technology
EI-267	Practical Power Systems Protection For Technicians
EI-268	Practical Safety Instrumentation And Emergency Shutdown Systems For Process Industries
EI-269	Practical Variable Speed Drives (VSD's) For Instrumentation and Control Systems
EI-270	Programmable Logic Controller (PLC): Maintenance, Troubleshooting And Commissioning
EI-271	Predictive Maintenance For Electrical Components In Vehicles
EI-272	Process Control And Instrumentation
EI-273	Process Control Loop
EI-274	Process Controller Tuning
EI-275	Process Instrumentation
EI-276	Process Yield Optimization And Energy Conservation
EI-277	Reactive Power Compensation
EI-278	Reactive Power Management And Power Factor Correction
EI-279	Reading Of Piping And Instrument Drawings
EI-280	Relays Applications
EI-281	Safety Instruments Systems; New Emergency Shutdown Approach
EI-282	Safety Operation And Maintenance Of Substation
EI-283	SCADA (Supervisory Control And Data Acquisition)
EI-284	Selection, Installation And Testing Of Electrical Equipment In Hazardous Area
EI-285	Short Circuit And Fault Analysis Calculations In Distribution Power Systems
EI-286	Siemens PLC
EI-287	Smart Transmitters
EI-288	Specification, Installation, Operation And Maintenance Of Motors And Electric Drives
EI-289	Station Interlock Schemes

EI-290	Supervise The Execution Of Overhead Lines Networks
EI-291	Testing And Troubleshooting Of Electrical Machines
EI-292	The Hazards Of Electricity With Potential Over 600 V
EI-293	Transformers: Selection, Applications, Operation, Troubleshooting And Maintenance
EI-294	Transient Voltages Of Power Systems
EI-295	Troubleshooting, Maintenance And Protection Of AC Electrical Motors And Drives
EI-296	Troubleshooting Of Electrical Equipment And Control Systems
EI-297	Turbine And Compressor Controls
EI-298	Type And Care Of Overhead Lines Tools
EI-299	UPS System And Battery Chargers: Construction, Operation, Maintenance And Troubleshooting
EI-300	Ultrasonic Flow Metering For Gas And Liquid Application
EI-301	Variable Speed Drives (VSD)
EI-302	VFD Maintenance And Troubleshooting
EI-303	Water Flow Measurement And Control Techniques
EI-304	Synchronous Motor And AVR System



CHEMICAL, PROCESS & PRODUCTION ENGINEERING PROGRAMS

Ref. #	Course Title
CPP-101	Basic Chemistry
CPP-102	Basic Understanding Of Petrochemicals
CPP-103	Catalyst Technology In Refinery And Process Industry
CPP-104	Chemical Engineering For Non Chemical Engineers
CPP-105	Crude Oil Storage, Marine Terminals Operations And Oil Movement Management
CPP-106	Crude Stabilization Operations
CPP-107	Distillation Columns: Design, Operation, Control And Troubleshooting
CPP-108	Fertilizers (Ammonia And Urea) Plants Process Technology
CPP-109	Fundamental Of Electrical Submersible Pumping systems (ESP) Operations
CPP-110	Fundamentals Of Fluid Dynamics In Process Application
CPP-111	Fundamentals Of Heat Transfer In Process Application
CPP-112	Fundamentals Of Petrochemicals Operations And Applications
CPP-113	Gas Conditioning And Processing
CPP-114	Gas Conditioning Technology
CPP-115	Gas Field Operations: Gas Processing, Hydrates, Dehydration, Sweetening, NGL Recovery, Fractionation, Sulphur Recovery And Handling
CPP-116	Gas Processing For LNG And LPG Plants
CPP-117	Gas Sweetening And Sulphur Recovery
CPP-118	Gasoline And Diesel Fuel Technology
CPP-119	Hydrocarbon Process Design And Modeling
CPP-120	Hydrocarbon Processing For Non-Chemical Engineers
CPP-121	Introduction To HYSYS Process Engineering
CPP-122	Introduction To Oil Movements And Storage (OM & S)
CPP-123	Introduction To Process Heaters
CPP-124	LNG Plants Process Technology
CPP-125	LNG: Storage, Loading, Unloading, Marine Operations, Measurement And Calculations

CPP-126	Measurement Of Variables (Temperature, Pressure, Flow, Level)
CPP-127	Modern Water Desalination Technologies (RO Desalination)
CPP-128	Multi Stage Flash Desalination (MSF): Operation, Maintenance, Heat Balance, Performance, Optimization, Start-up And Troubleshooting
CPP-129	Natural Gas Dehydration
CPP-130	NGL And LPG Plants Process Technology
CPP-131	Oil And Gas Processing For Non-Technical
CPP-132	Oil Field Chemicals: Function And Procedures
CPP-133	Oil Processing , Dehydration And Desalting
CPP-134	Operation And Routine Maintenance Of Gas And Liquid Chromatograph
CPP-135	Operations Troubleshooting For Process Engineers
CPP-136	Optimum Use Of Explosive
CPP-137	Overview Of Gas Processing
CPP-138	PE (Poly Ethylene) Operations And Process Troubleshooting
CPP-139	Petrochemical Plants Process Technology
CPP-140	Petroleum Engineering For Non-Petroleum Engineers
CPP-141	Physical And Chemical Properties Of Oil And gases
CPP-142	Plant Process And Operation
CPP-143	Polyethylene And Polypropylene Manufacturing And Process Troubleshooting
CPP-144	PP (Poly Propylene) Operations And Process Troubleshooting
CPP-145	Principles Of Polymer Science
CPP-146	Process Engineering Design Fundamentals
CPP-147	Process Furnace: Operation, Troubleshooting, Start-Up And Shutdown
CPP-148	Process Plant Optimization
CPP-149	Process Plant Performance And Efficiency
CPP-150	Process Plant Shutdown And Turnarounds

CPP-151	Process Plant Start-up, Commissioning And Troubleshooting
CPP-152	Process Plant Troubleshooting And Engineering Problem Solving
CPP-153	Process Reactors: Operation, Troubleshooting, Start-up And Shutdown
CPP-154	Process Troubleshooting, Problem Solving And Effective Decision Making
CPP-155	Process Troubleshooting For Operators and Technicians
CPP-156	Produced And Aquifer Water Treatment In Water Injection System
CPP-157	Progressing Cavity Pumps - PCP
CPP-158	PVC (Poly Vinyl Chloride) Operations And Process Troubleshooting
CPP-159	Refinery Plants Process Technology
CPP-160	Risk Assessment Within Production Operations
CPP-161	Rules Of Thumb For Chemical And Process Engineers
CPP-162	Rules Of Thumb For Chemical Engineers
CPP-163	STP And RO Operation, Troubleshooting And Preventative Maintenance
CPP-164	Troubleshooting In Chemical Plants
CPP-165	Troubleshooting Refineries And Petrochemical Plants
CPP-166	Understanding Theoretical And Practical Aspects Of Distillation
CPP-167	Waste Water Treatment
CPP-168	Waste Water Treatment In Gas, Refineries And Petrochemical Plants
CPP-169	Water Analysis In Petroleum Industry
CPP-170	Water Desalination Plant: Operations, Maintenance And Troubleshooting
CPP-171	Water Desalination Technologies
CPP-172	Water Injection Technology
CPP-173	Water Treatment For Plant Utilities

MAINTENANCE PROGRAMS

Ref. #	Course Title
M-101	Advanced Maintenance Management
M-102	Applied Maintenance Management
M-103	Computerized Maintenance Management System (CMMS)
M-104	Condition Based Maintenance (CBM)
M-105	Cost Effective Maintenance Management
M-106	Maintenance And Reliability Management
M-107	Maintenance Management
M-108	Maintenance Planning, Scheduling And Work Control
M-109	Maintenance Supervision
M-110	Management And Planning Production Operations
M-111	Modern Maintenance Technologies
M-112	Planning For Maintenance (Mechanical, Electrical And Civil)
M-113	Practical Plant Shutdown And Turnaround Planning And Management
M-114	Preventive And Predictive Maintenance
M-115	Preventive Maintenance (Mechanical, Electrical And Civil)
M-116	Reliability Centered Maintenance (RCM)
M-117	Total Plant Maintenance
M-118	Total Productive Maintenance





LABORATORY & ANALYZERS PROGRAMS

Ref. #	Course Title
LA-101	Advanced Gas Chromatography Techniques And Troubleshooting
LA-102	Analytical Chemistry And Process Analyzers
LA-103	Analytical Instrumentation For Laboratory
LA-104	Basic Chemistry For Laboratory Technicians And Analyst
LA-105	Chemical Laboratory: Operations, Equipment, Instruments, Quality And Safety
LA-106	Chromatography/Mass Spectrometry (GC/MS): Technology, Problem Solving And Latest Practice
LA-107	Effective Management Of The Chemical Analysis Support
LA-108	Fundamentals Of Analytical Chemistry
LA-109	Gas Chromatography: Fundamentals, Troubleshooting And Method Development
LA-110	GC Troubleshooting And User Maintenance GAS Chromatography
LA-111	General Analytical Chemistry
LA-112	Good Laboratory Practice
LA-113	High Performance Liquid Chromatography
LA-114	Industrial Analytical Chemistry
LA-115	Laboratory Environmental Analysis: Air, Soils And Water
LA-116	Laboratory Equipment, Instruments And Safety
LA-117	Laboratory Instrument Calibration
LA-118	Laboratory Safety And Health
LA-119	Modern Laboratory Management
LA-120	Moisture Analyzer
LA-121	Online Analyzers Application And Troubleshooting
LA-122	Practical Problem Solving In Chemical Analysis
LA-123	Process Analyzer Techniques - Online And Offline (Lab Equipment Overview And Maintenance)
LA-124	Samples Preparation
LA-125	Set Up And Run Experiments
LA-126	Solid Phase Extraction Technology And Techniques In The Analytical Laboratory
LA-127	Spectroscopic Methods In Analytical Chemistry



MARINE & OFFSHORE PROGRAMS

Ref. #	Course Title
MO-101	Jetty Operations And Safety For Chemical Tankers
MO-102	Jetty Operations And Safety For Oil And Gas Tankers
MO-103	ISGOTT Ship Shore
MO-104	Liquefaction Gas Tankers And Jetty Operations
MO-105	Oil And Gas Tankers Loading
MO-106	Oil And Gas Terminals: Operations And Management
MO-107	Safety Management Of Marine Terminal And Oil And Gas Tankers
MO-108	Petrochemical Marine Terminal And Operations

GEOLOGY DRILLING & RESERVOIRS PROGRAMS



Ref. #	Course Title
GDR-101	Applied Reservoir Management
GDR-102	Artificial Lift Technology Principles
GDR-103	Basic Gas Separation And Crude Oil Treatment
GDR-104	Basic Principles In Petroleum Geology
GDR-105	Beam Pumping Operations
GDR-106	Blowout Prevention (BOP) And Well Control
GDR-107	Directional, Horizontal And Multilateral Drilling
GDR-108	Drilling And Drilling Fluids
GDR-109	Drilling Calculations
GDR-110	Drilling Waste Management
GDR-111	Gas Lift
GDR-112	Horizontal And Multilateral Wells Design And Analysis
GDR-113	Integrated Production Modeling - PROSPER, GAP And MBAL
GDR-114	Integration Of Rocks, Log And Test Data
GDR-115	Mapping Subsurface Structures
GDR-116	Oil Well Drilling Technology
GDR-117	Oil Well Production Technology - Well Completions
GDR-118	Optimized HPHT "High Pressure High Temperature" Drilling Solutions
GDR-119	Permit To Work For Drilling
GDR-120	Production Logging And Reservoir Monitoring
GDR-121	PVT Analysis
GDR-122	Reservoir Engineering - Basic
GDR-123	Rock Physics For Reservoir Characterization And Recovery Monitoring
GDR-124	Safety In Drilling Engineering
GDR-125	Upstream In Oil And Gas Industry
GDR-126	Well Completion And Basic Well Intervention
GDR-127	Wireline Operations And Fundamentals



INSPECTION PROGRAMS

Ref. #	Course Title
I-101	Basic Corrosion Techniques And Monitoring
I-102	Basic Metallurgy
I-103	Coating Inspection
I-104	Control Of Scale And Corrosion In Desalination (MSF)
I-105	Corrosion And Scale In Oil Field
I-106	Corrosion Engineering: Monitoring, Prevention And Control
I-107	Corrosion For Non Corrosion Engineers
I-108	Corrosion Fundamentals, Types, Causes, Analysis And Corrosion Failures
I-109	Corrosion, Metallurgy And Prevention Failures
I-110	Corrosion Inhibition: Technology, Applications, Selection, Monitoring, Performance And Troubleshooting
I-111	Corrosion In Petroleum Industries
I-112	Corrosion Management And Cathodic Protection
I-113	Corrosion Mitigation And Cathodic Protection Application In Oil Field
I-114	Engineering Aspects Of Welding
I-115	Fundamentals Of Non Destructive Testing (NDT)
I-116	Gas, Refinery And Petrochemical Industry Materials Corrosion
I-117	In Service Inspection Technology- Level I
I-118	In service Inspection Technology- Level II
I-119	Inspection Codes And Standard
I-120	International Welding Codes
I-121	Introduction To Welding Engineering, Fabrication And Inspection
I-122	Materials Selection And Failure Analysis
I-123	Materials Selection For Process Plants (Material And Corrosion Engineering)
I-124	Metallurgical Failure Analysis And Prevention
I-125	Metallurgy For The Non Metallurgist
I-126	Modern Cathodic Protection Systems: Design, Fabrication, Installation, Operation And Repair
I-127	Modern Welding Technology: Welding, Fabrication And Inspection (AWS, ASME And API Codes)
I-128	Painting, Coating And Thermal Installation
I-129	Post Weld Heat Treatment (PWHT)
I-130	Practical Welding Technology
I-131	Water Scale Corrosion
I-132	Welding, Cutting And Brazing
I-133	Welding Inspection Codes (ASME- AWS-API)
I-134	Welding Inspection Technology
I-135	Welding Qualification (ASME IX)



HEALTH, SAFETY & ENVIRONMENT PROGRAMS

Ref. #	Course Title
HSE-101	Accident And Incident Investigation And Reporting
HSE-102	Accident Investigation And Root Cause Analysis (RCA)
HSE-103	Accident Prevention
HSE-104	Accident Reporting Requirements And Offences Recognition
HSE-105	Advanced H2S And Breathing Apparatus
HSE-106	Advanced Hazard Identification
HSE-107	Advanced Process Hazard Analysis Methods And Leadership (HAZOP, What-If, FMEA)
HSE-108	Advanced Risk Management
HSE-109	Advanced Safety Management
HSE-110	Air Pollution Control
HSE-111	Basic Hazard And Operability (HAZOP) Study
HSE-112	Basic Life Support (BLS) - CPR
HSE-113	Basic NEBOSH Training In Oil And Gas
HSE-114	Basics Of Hazards Recognition



HSE-115	Behavioral Safety Audit
HSE-116	Behavioral Safety Management
HSE-117	Chemical Hazard Communication
HSE-118	Chemical Safety Techniques
HSE-119	Classification Of Hazardous Areas
HSE-120	Compressed Gas Safety
HSE-121	Confined Space Entry
HSE-122	Construction Safety
HSE-123	Contractor HSEM Awareness
HSE-124	COSHH Training (Control Of Substances Hazardous To Health)
HSE-125	Crane And Forklift Safety
HSE-126	Crane Inspection And Operations
HSE-127	Defensive Driving
HSE-128	Effective Safety Organization
HSE-129	Electrical Safety
HSE-130	Emergency Management Integrated Contingency (ICP)
HSE-131	Emergency Response Planning (ERP)
HSE-132	Environmental Impact And Pollution Control In Oil And Gas Operations
HSE-133	Environmental Risk Assessment In Process Industry
HSE-134	Environmental Waste Management
HSE-135	Ergonomics At Work Place Causes And Prevention
HSE-136	Fall Protection

HSE-137	Fire Alarm Mock-Up Drill
HSE-138	Fire Fighter And Fire Rescue
HSE-139	Fire Fighting And Rescue In Process (Oil, Gas And Power Plant)
HSE-140	Fire Fighting And Emergency Response
HSE-141	Fire Truck Operation
HSE-142	General Safety
HSE-143	General Safety In Process Industry
HSE-144	HACCP Principles And Applications
HSE-145	Handling Hazardous Materials And Chemicals
HSE-146	Handling Hazardous Waste
HSE-147	Hazard Analysis And Risk Management
HSE-148	Hazard Communication (HAZCOM)
HSE-149	Hazard Identification, Risk Assessment And Risk Control Program
HSE-150	Hazard Of Ammonia Handling, Storage And Shipping
HSE-151	Hazardous Area Classification
HSE-152	Hazardous Material Handling And Safety
HSE-153	Hazardous Waste Management And Pollution Prevention
HSE-154	HAZMAT And HAZCOM: Hazardous Materials And Chemicals “Handling, Storage, Disposal, Monitoring And Response (MSDS)”
HSE-155	Hazmat Applications: Petroleum Products (LPG, LNG, CNG, Propane, Hydrogen, Gasoline, Diesel And MTBE)
HSE-156	Health And Safety Management
HSE-157	Health, Safety And Environment (HSE) Policy
HSE-158	Hearing Conservations
HSE-159	Heat Stress And Sun Stroke Causes And Prevention
HSE-160	High Voltage Electrical Safety
HSE-161	HSE Excellence Leadership For Supervisors
HSE-162	HSE Root Cause Failure Analysis (RCFA)
HSE-163	HSE Tools And Techniques
HSE-164	Impact Of Change Management On HS&E
HSE-165	Incident Controller
HSE-166	Industrial Fire Warden
HSE-167	Industrial Safety
HSE-168	Industrial Security Principles
HSE-169	Job Safety Analysis (JSA)
HSE-170	Lab Safety
HSE-171	Lifting And Rigging
HSE-172	Loss Prevention And Safe Working Procedures
HSE-173	Machine Guarding

HSE-174	Material Handling And Safety
HSE-175	Material Safety Data Sheet “MSDS”
HSE-176	Mechanical Integrity (MI)
HSE-177	Naturally Occurring Radioactive Material (NORM)
HSE-178	NEBOSH International Certification
HSE-179	New Hired Safety Orientation
HSE-180	Occupational Health And Working Environment
HSE-181	Occupational Health, Safety And Environment (HSE)
HSE-182	Office And Industrial Ergonomics
HSE-183	Off-The-Job Safety
HSE-184	Oil Spill Management And Response
HSE-185	OSHA 10-hour General Industry
HSE-186	OSHA 30-hour General Industry
HSE-187	OSHA Construction Safety And Health Standards
HSE-188	OSHA (Occupational Safety And Health Administration) Familiarization
HSE-189	OSHA General Industry Safety And Health Standards
HSE-190	Overview Of OSHA Regulations For Process Industry
HSE-191	Permit to Work System
HSE-192	Personal Protective Equipment (PPE)
HSE-193	Preventing Human Error
HSE-194	Principles Of Occupational Safety And Health
HSE-195	Problem Solving Techniques In Safety
HSE-196	Process Hazard Analysis (PHA)
HSE-197	Process Safety Management (PSM)
HSE-198	PTW (Permit To Work System) Procedures
HSE-199	Quantified Risk Assessment (QRA)
HSE-200	Radiation Hazard
HSE-201	Rig Safety Hazards And Risk Assessment
HSE-202	Risk Assessment
HSE-203	Risk Assessment And Job Hazard Analysis
HSE-204	Safe Isolation Of Process Plant And Equipment (Lockout And Tag Out)
HSE-205	Safe Lifting And Materials Handling
HSE-206	Safe Scaffolding And High Rise Operations
HSE-207	Safety Construction Management
HSE-208	Safety Engineering And Risk Management
HSE-209	Safety For Managers



HSE-210	Safety In Chemical Laboratory
HSE-211	Safety In Industrial Plants
HSE-212	Safety Inspection And Audit
HSE-213	Safety Leadership
HSE-214	Safety Management And Loss Control
HSE-215	Safety Management And Safety Policies
HSE-216	Safety Management In Hazardous Locations
HSE-217	Safety Management Techniques
HSE-218	Safety Officer Qualification Program
HSE-219	Safety Process In Refinery
HSE-220	Safety Terms And Basics Of Incident Prevention
HSE-221	Scaffolding Inspection
HSE-222	Self Contained Breathing Apparatus (SCBA)
HSE-223	Sewage And Industrial Waste Water Treatment Technologies And Environmental Protection
HSE-224	Standard First Aid
HSE-225	STOP (5×5)
HSE-226	Tools Safety
HSE-227	Working Safely In Hazardous Area
HSE-228	Workplace Safety
HSE-229	Management Of Change (MOC) And Pre Start-up Safety Review (PSSR)
HSE-230	Waste Water And Air Pollution Control
HSE-231	Industrial Hygiene



OIL & GAS MANAGEMENT PROGRAMS

Ref. #	Course Title
OGM-101	Basics Of Petroleum Economics
OGM-102	Fundamentals Of Crude Oil And Gas Marketing
OGM-103	Fundamentals Of International Petroleum Industry Joint Ventures And Alliances
OGM-104	LNG Business Overview
OGM-105	Management Strategies In The Oil And Petrochemical Industries
OGM-106	Oil And Gas Accounting
OGM-107	Oil And Gas Agreements
OGM-108	Oil And Gas Business Overview
OGM-109	Oil And Gas Change Management
OGM-110	Oil And Gas Economic Evaluation With Risk And Uncertainty



MANAGEMENT, LEADERSHIP & SOFT SKILLS PROGRAMS

Ref. #	Course Title
MLSS-101	21 Laws Of Leadership
MLSS-102	Advanced Communication And Problem Solving Skills
MLSS-103	Advanced Leadership Skills
MLSS-104	Advanced Leadership And Management For 21st Century
MLSS-105	Advanced Management And Leadership Skills For Supervisors
MLSS-106	Advanced Negotiation, Communication And Presentation Skills
MLSS-107	Advanced Negotiation Skills
MLSS-108	Advanced Office Management And Effective Administration Skills
MLSS-109	Advanced Supervisory Skills
MLSS-110	Advanced Technical Report Writing
MLSS-111	Advanced Presentation Skills
MLSS-112	Balanced Scorecard Skills
MLSS-113	Balancing Skills Between Leadership And Management
MLSS-114	Basic Of Human Resources Management Skills
MLSS-115	Basic Technical Report Writing
MLSS-116	Best Practices For Training Coordinators
MLSS-117	Best Practices In Performance Management
MLSS-118	Building High Performance Teams
MLSS-119	Business Communication
MLSS-120	Business Driven Human Resource Development
MLSS-121	Business Report Writing Skills
MLSS-122	Career Development And Succession Planning
MLSS-123	Career Development Planning
MLSS-124	Change Management
MLSS-125	Coaching And Mentoring
MLSS-126	Coaching, Appraising, Controlling And Motivation
MLSS-127	Coaching For High Performance
MLSS-128	Communication And Dealing With Others
MLSS-129	Communication, Negotiation And Presentation Skills
MLSS-130	Competency Assessment And Profiling
MLSS-131	Competency Based Human Resources Management
MLSS-132	Competency Based Performance Management
MLSS-133	Competency Based Recruitment And Selection
MLSS-134	Competency Profiling

MLSS-135	Conducting The Perfect Performance Appraisal
MLSS-136	Create A Dynamic Team
MLSS-137	Creative Thinking For Continuous Improvement
MLSS-138	Creative Problem Solving And Decision Making
MLSS-139	Conflict Management For Managers
MLSS-140	Conflict Management Skills
MLSS-141	Developing Managerial And Supervisory Skills
MLSS-142	Developing Training Officers
MLSS-143	Developing Your Personal Influence And Impact
MLSS-144	Discover Your Unlimited Potential
MLSS-145	Effective Business Communication And Presentation Skills
MLSS-146	Executive Coaching For Top Management
MLSS-147	Effective Communication Skills
MLSS-148	Effective Negotiation Skills
MLSS-149	Effective Office Supervision
MLSS-150	Effective Organizational Behavior
MLSS-151	Effective Planning Skills
MLSS-152	Effective Supervisory Skills
MLSS-153	Effective Time And Stress Management
MLSS-154	Effective Time Management And Communication
MLSS-155	Effective Writing Skills And Business Communication
MLSS-156	Emotional Intelligence
MLSS-157	Enhanced Productivity Skills
MLSS-158	Essential Managerial Skills
MLSS-159	Executive Secretary And Office Management
MLSS-160	Facilitation Skills
MLSS-161	Fast Reading Techniques
MLSS-162	Firm KPI's (Key Performance Indicators) For Manager
MLSS-163	Focusing And Achieving Your Highest Priorities
MLSS-164	Four Roles Of Leaders
MLSS-165	HR For Non HR
MLSS-166	HR Strategic Planning
MLSS-167	Improving Employee Performance: Correcting, Coaching And Counseling
MLSS-168	Improving Office Productivity And Time Management
MLSS-169	Improving Organizational Productivity "The Productive Manager"



MLSS-170	Improving Your Managerial Effectiveness
MLSS-171	Influence Skills
MLSS-172	Innovative And Creative Thinking
MLSS-173	Interpersonal Skills
MLSS-174	Interviewing Skills
MLSS-175	Interviewing Skills And Assessment Of Human Traits
MLSS-176	Job Monitoring And KPIs
MLSS-177	Key Performance Indicators (KPI)
MLSS-178	Key Result Areas, Performance Appraisal System And HRM
MLSS-179	Latest HR Professional Techniques
MLSS-180	Leadership And Management In Times Of Pressure, Stress And Crisis
MLSS-181	Leadership, Communication And Interpersonal Skills
MLSS-182	Leadership, Critical Thinking And Innovation
MLSS-183	Leadership Development
MLSS-184	Leadership, Management And Delegation Skills
MLSS-185	Leadership And Management Skills In 21st Century
MLSS-186	Leadership, Productivity And Organizational Behavior
MLSS-187	Leadership Skills For Managers
MLSS-188	Leadership Skills For Supervisors
MLSS-189	Management Skills And Techniques For Engineers
MLSS-190	Managing And Coordinating Training Proactively
MLSS-191	Managing Conflict And Handling Difficult People
MLSS-192	Managing Conflict: Power Thru Influence
MLSS-193	Managing Difficult People
MLSS-194	Managing Employee Performance
MLSS-195	Managing, Motivating And Leading Teams
MLSS-196	Managing Multiple Tasks, Priorities And Deadlines
MLSS-197	Managing People For Greater Productivity
MLSS-198	Manpower Organization And Succession Planning
MLSS-199	Manpower Organization Planning
MLSS-200	Maximizing Benefits Delivered Through Change

MLSS-201	Maximizing Leadership Potential
MLSS-202	Motivating, Coaching, Counseling And Mentoring
MLSS-203	Negotiation And Conflict Resolution
MLSS-204	Negotiation Skills And Dispute Resolution
MLSS-205	Organization And Manpower Management
MLSS-206	Organizational Development To Meet Changing Needs
MLSS-207	Performance Management, Appraisal And Development
MLSS-208	Personality At Work
MLSS-209	Planning And Managing Effective Meetings
MLSS-210	Planning, Organizing And Problem Solving Skills
MLSS-211	Planning, Scheduling And Time Management
MLSS-212	Preparing and Developing Training Specialists
MLSS-213	Present Like a Pro!
MLSS-214	Recruitment And Development Planning
MLSS-215	Recruitment And Selection
MLSS-216	Results Based Leadership
MLSS-217	Self And Time Management
MLSS-218	Self Development
MLSS-219	Seven Habits Of Highly Effective People
MLSS-220	Strategy And Strategic Planning
MLSS-221	Stress And Time Management For Enhanced Productivity
MLSS-222	Situation Management
MLSS-223	Strategic Thinking And Business Planning
MLSS-224	Successful Interviewing For Recruitment And Selection
MLSS-225	Successful Training Manager
MLSS-226	Talent And Career Management For Key Succession Plans
MLSS-227	Team Building Workshop
MLSS-228	The Middle Manager Development
MLSS-229	Train The Trainer
MLSS-230	Training Evaluation And Measuring ROI (Return On Investment) On Training
MLSS-231	Training Needs Analysis And Managing Implementation
MLSS-232	Training Needs Assessment (TNA)
MLSS-233	Turning Stress Into High Productivity
MLSS-234	Writing HR Policies, Procedures And Conducting Staff Performance Appraisal
MLSS-235	Training Coordinators' Workshop
MLSS-236	Mini MBA



PROJECT & CONTRACT MANAGEMENT PROGRAMS

Ref. #	Course Title
PCM-101	Advanced Contracts And Project Management
PCM-102	Contract Management And Negotiation
PCM-103	Negotiation, Managing And Administration Framework Contracts
PCM-104	PMP Exam Preparation Course
PCM-105	Project Management: Planning And Execution
PCM-106	Project Procurement And Contract Management

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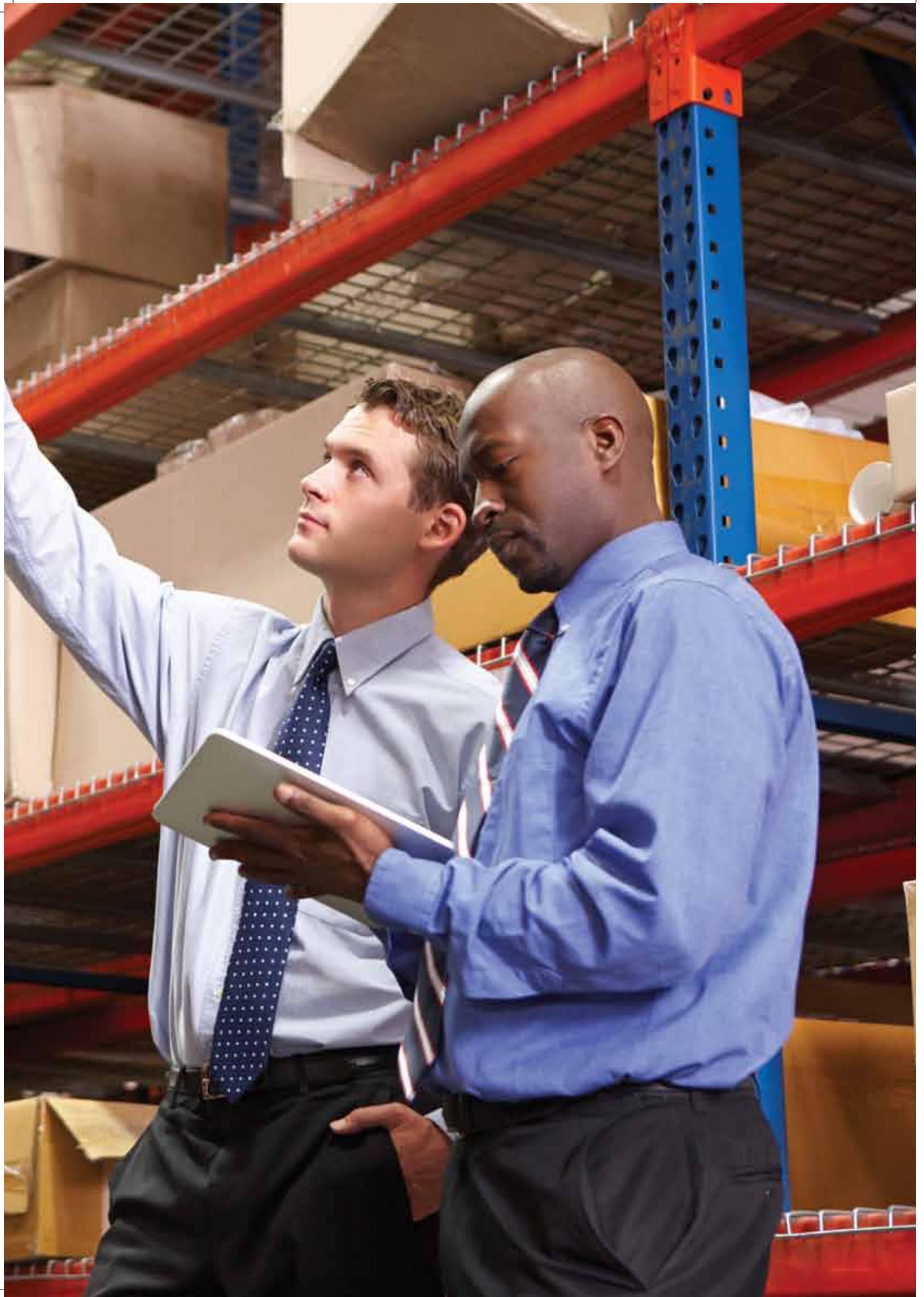
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FINANCE & ACCOUNTING PROGRAMS

Ref. #	Course Title
FA-101	Accounting And Financial Analysis
FA-102	Accounting For Non Accountant
FA-103	Advanced Financial Modeling
FA-104	Advanced Strategy In Financial Auditing
FA-105	Budgeting And Cost Control
FA-106	Budgeting As A Tool For Decision Making
FA-107	Budgeting Principals For Managers
FA-108	Business Management Ratios - How To Judge The Success Of A Company
FA-109	Cash Flow Analysis
FA-110	Cash Flow And Risk Management
FA-111	Corporate Treasury Management
FA-112	Cost Management - CM
FA-113	Effective Budgeting And Financial Management
FA-114	Efficient Finance And Accounting Operations
FA-115	Finance And Cash Flow Management
FA-116	Finance For Executives
FA-117	Finance For Non Finance Staff
FA-118	Financial Analysis And Evaluation For Business Planning And Decision Making
FA-119	General Finance And Accounting Skills
FA-120	Internal Financial Reporting Standards With Emphasis On Recent Practices And Updates
FA-121	Principles Of Accounting



WAREHOUSE, INVENTORY & PROCUREMENT PROGRAMS

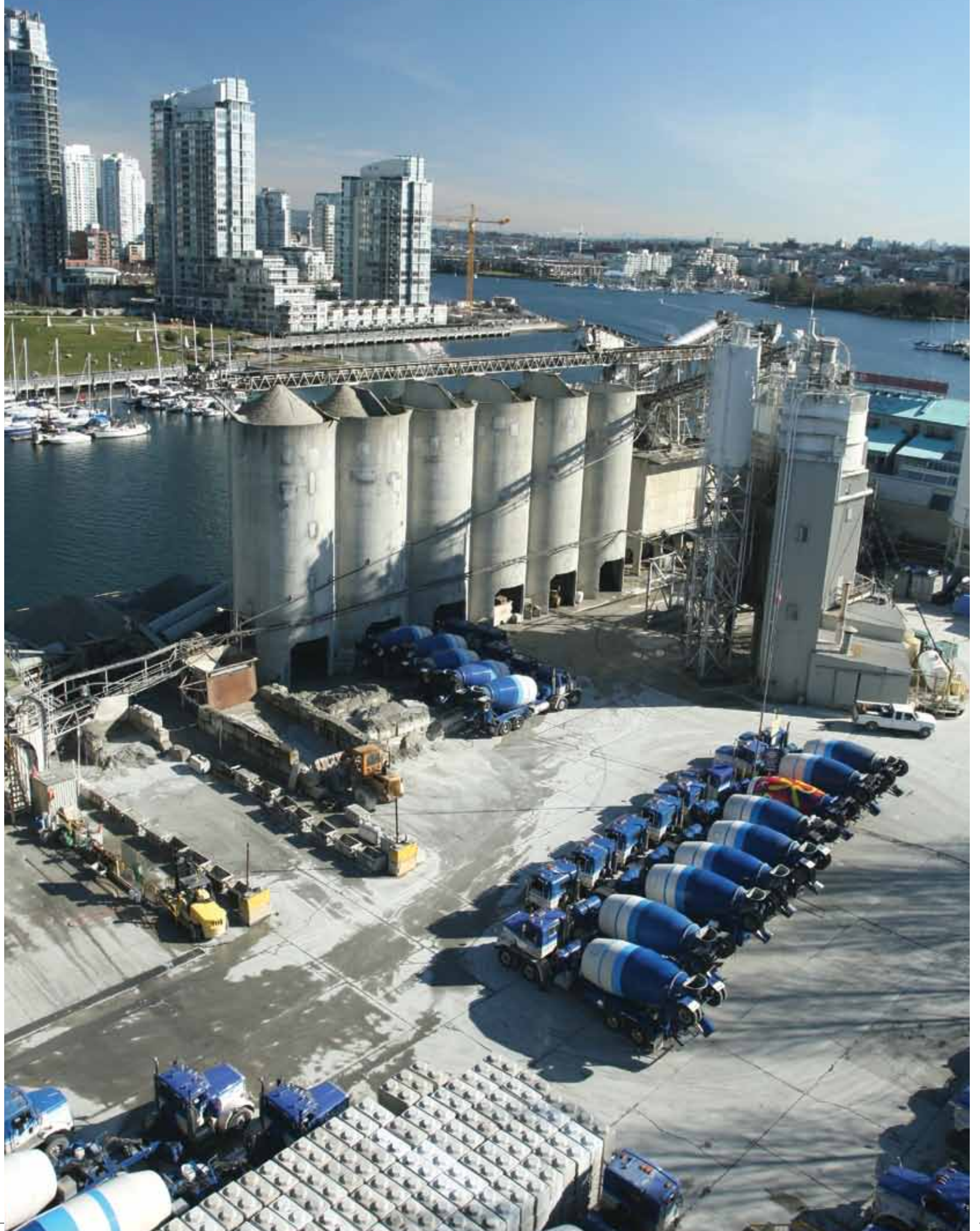
Ref. #	Course Title
WIP-101	Advanced Logistics And Supply Chain Management
WIP-102	Best Practice Procurement
WIP-103	Effective Inventory Planning And Stock Control
WIP-104	Effective Warehouse Operation And Inventory Management
WIP-105	Export Documentation And Bill Of Lading
WIP-106	Integrated Purchasing, Logistics, Materials And Supply Chain Management
WIP-107	Inventory And Materials Management
WIP-108	Inventory Management Techniques
WIP-109	Inventory, Purchasing And Stores Management
WIP-110	Managing Supply Chain For Risk And Competitive Advantage
WIP-111	Material Requirement Planning / Management
WIP-112	Operations Management
WIP-113	Shipping Document Controller
WIP-114	Stores, Warehousing And Distribution Management
WIP-115	Strategic Procurement And Purchasing
WIP-116	Successful Outsourcing
WIP-117	Supply Chain Management
WIP-118	Transport Management
WIP-119	Warehouse Management
WIP-120	Warehouse, Store And Stock Control Management
WIP-121	Warehouse Operation, Spares And Inventory Management
WIP-122	Warehouse Operation, Spares, Inventory Management, Export And Import Logistics

QUALITY & SIX SIGMA PROGRAMS

Ref. #	Course Title
QSS-101	5s Lean Manufacturing Japanese Techniques And Kaizen Training
QSS-102	Certified Lean Manager
QSS-103	Data Analysis Techniques
QSS-104	IQMS (Integrated Quality Management System) Familiarization
QSS-105	IRCA Registered Internal Auditor Course - ISO 9001
QSS-106	IRCA Registered Lead Auditor Course - ISO 14001 - 2004
QSS-107	IRCA Registered Lead Auditor Course - ISO 22000
QSS-108	IRCA Registered Lead Auditor Course - ISO 9001
QSS-109	IRCA Registered Lead Auditor Course - OHSAS 18001: 2007
QSS-110	Laboratory Quality Management (ISO 17025): SOP, Preparation, Documentation And Auditing
QSS-111	Maintain And Improve The Effectiveness Of Quality And Environmental Management Systems - Internal Auditing
QSS-112	Quality Awareness
QSS-113	Six Sigma Black Belt
QSS-114	Six Sigma Green Belt
QSS-115	Six Sigma Yellow Belt
QSS-116	SPC Analysis
QSS-117	Total Quality Management (TQM)

QUALITY





CEMENT INDUSTRY PROGRAMS

Ref. #	Course Title
CI-101	Cement Chemistry
CI-102	Cement Industry Overview
CI-103	Cement Milling
CI-104	Cement Quality Assurance
CI-105	Cement Raw Mills
CI-106	Geomining Course
CI-107	Grinding Technology And Efficiency
CI-108	Kiln Operation And Troubleshooting
CI-109	Modern Cement Marketing Techniques
CI-110	Process Control In Cement Industry
CI-111	Raw Materials For Cement Industry



SALES & MARKETING PROGRAMS

Ref. #	Course Title
SM-101	Advanced Sales Management Skills
SM-102	Advanced Selling Skills
SM-103	Customer Care Skills
SM-104	Customer Relationship Management (CRM)
SM-105	Customer Satisfaction Mindset And Measure
SM-106	Exceeding Customer Expectations
SM-107	Excellence In Customer Service
SM-108	Marketing Communications
SM-109	Marketing Strategy
SM-110	Marketing Trends
SM-111	Professional Selling Skills
SM-112	Retail Selling Skills
SM-113	Sales Management Skills
SM-114	Social Media Marketing
SM-115	The Strategic Marketing Plan
SM-116	Marketing Planning Essentials



HEALTH CARE PROGRAMS

Ref. #	Course Title
HC-101	CBAHI Accreditation
HC-102	CPHQ Preparatory Course
HC-103	Infection Prevention And Control
HC-104	Leadership In Healthcare
HC-105	Patient Safety





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