



International Expertise Association Co. (SAE)  
شركة اتحاد الخبراء الدولية (م.م.م)  
(HRD & Training) تجربة بخبرة وتدريب

# Training Plan 2024

## Oil & Gas Courses

## Technical Courses

## Management Courses





## TABLE OF CONTENTS

Introduction & International Relationships

Accreditation

Our Projects

Our Clients

Oil & Gas Courses

Drilling

Exploration

Geology

Geophysics

Maritime

Oil Refining & Petrochemicals

Production & Operation Technology

Process Engineering

Reservoir Engineering

Technical Courses

Civil Engineering

Electrical

Health, Safety & Environment (Certified)

Health, Safety & Environment

Instrumentation & Process Control

Industrial Security

Laboratory

Mechanical



## Management Courses

Accounting & Financial Management

Banking

Communication

General Management

Hospital Management

Human Resources Management

Insurance

Leadership

Law

Marketing

Office Management & Public Relations

Purchasing, Inventory & Contracting

Project Management

Quality Management



## INTRODUCTION & INTERNATIONAL RELATIONSHIPS

International Expertise Association (INTEX) is a privately-held stock company established under the law (159) of 1981. INTEX has its main office in Cairo located at 47 Abd Al Razak Al Sanhouri St. (5<sup>th</sup> Floor), Nasr City, Cairo, Egypt.

INTEX is fast growing as it was established in 1992 and progressively expanding. Over the years, it has evolved as an ISO registered organization nationally positioned among the top three providers of specialized consulting and training services.

Today, INTEX has gained the expertise and resources to offer diversified state-of-the art services to its clients in Oil and Gas Industry, in addition to business organizations that are known to be meticulous and careful in selecting and using consulting firms. INTEX also has the funds procurable for big training projects. Company's training center is adequately equipped with modern instructional systems including Multimedia-based facility. The training center contains nine conference rooms of varied size and design to suit different levels and numbers of participants. Resources available for INTEX training projects include a solid network of Subject Matter Experts (SME's) who combine academic vigor and rigorous operational backgrounds, in addition to instructional teams having the ability to adapt to different types of cultural environments and can effectively transfer know-how across borders with ease. Instructors in INTEX can also present customized, client directed courses in the areas of interest for clients' choice. All custom – designed courses, or events (hands-on and OJT Plans) can be expanded to fit the time available for implementing desired training.

### INTEX MISSION

To provide state of the art training and consulting services of high quality to fulfill the requirements and expectations of clients throughout the world.

### INTEX VISION

To contribute the development of professional competencies of Arab workforce to enable them to cope with the challenges of the globalization and competitive environment.



## ACCREDITATION

INTEX has fully active professional association relationships with prominent international organizations and bodies, in addition to having access to sources of publishing, printing, reference material and a wide variety of job aids and multimedia instructional packages. Also INTEX is the Middle East Division office of the following bodies covering the following countries and territories: Egypt, Syria, Jordan, Sudan, Yemen, Saudi Arabia, Libya, Oman, Qatar, and Kuwait.

### International Well Control Forum (IWCF)



- On January 2006 INTEX has became a member in IWCF "International Well Control Forum" which located at Inchbraoch House, South Quay, Montose Angus, DD10 9UA, Scotland.
- In 15th Sep. 2006 INTEX has obtained on its accreditation in IWCF programmes that addresses the composition and presentation of IWCF programs in terms of the structure of the training curriculum, the competence of the instructors & the resources (simulators, training aids, etc.) used.
- INTEX Center number on IWCF is: EG 556

### International Association of Drilling Contractors (IADC)



- On March 2007, INTEX has become a member in IADC "International Association of Drilling Contractors" which located at Houston, Texas, USA.
- In 20th March 2007 INTEX has obtained on its accreditation from IADC for Well CAP Programmes (Fundamental and supervisory level). INTEX program number on IADC is W710 for Well CAP courses.
- In 23rd April 2007 INTEX has obtained on its accreditation from IADC for HSE Rig Pass Programmes. INTEX program number on IADC is R704 for Rig Pass courses.
- In 15th November 2012, five Safety Courses were accredited by IADC
  1. H2S
  2. Fire Fighting
  3. Confined Space Entry & Rescue
  4. Fall Protection
  5. HAZCOM
  6. H2S Train The Trainer
  7. Vertical Rescue Train The Trainer
  8. Safety Leadership



### National Examination Board in Occupational Safety and Health (NEBOSH)



- NEBOSH was formed in 1979 as an independent examining board and awarding body with charitable status. NEBOSH offer a comprehensive range of globally-recognized, vocationally-related qualifications designed to meet the health, safety, environmental and risk management needs of all places of work in both the private and public sectors.
- INTEX is accredited by NEBOSH to run following Certificates & Awarded Courses in Occupational Safety and Health:
  - NEBOSH International General Certificate in Occupational Safety and Health.
  - NEBOSH International Technical Certificate in Oil and Gas Operational Safety.



## Occupational Safety and Health Administration (OSHA)

- OSHA is an agency of the United States Department of Labor. Congress established the agency under the Occupational Safety and Health Act, OSHA offers a wide selection of training courses and educational programs to help broaden worker and employer knowledge on the recognition, avoidance, and prevention of safety and health hazards in their workplaces.
- INTEX partners with Outreach Instructors are authorized by OSHA to conduct following courses:
  - OSHA 10 hours for General Safety
  - OSHA 30 hours for General Safety
  - OSHA 10 hours for construction Safety
  - OSHA 30 hours for construction Safety



## Chartered Institute of Environmental Health (CIEH)

- Chartered Institute of Environmental Health (CIEH) is a registered charity and the professional voice for environmental health. It sets standards, accredits courses and qualifications for the education of members and other EHPs of members and other environmental health practitioners.
- INTEX is accredited by CIEH to run following Awarded Courses in Occupational Safety and Health:
  - CIEH Level 2 Award in Health and Safety in the Workplace
  - CIEH Level 3 Award in Health and Safety in the Workplace
  - CIEH Level 3 Award in Risk Assessment Principles and Practice
  - CIEH Level 2 Award in the Principles of COSHH



## American Safety and Health Institute (ASHI)

- By joining The American Safety and Health Society (ASHI) we can improve safety and health education by promoting high standards. INTEX offers multi training started from Basic First Aid to CPR - professional rescue using the G2012 update program.



## National Fire Protection Association (NFPA)

- By joining The National Fire Protection Association (NFPA) INTEX use the modern techniques of how to reduce residential fire death, injury and property loss, we also use 300 consensus codes and standards intended to minimize the possibility and effects of fire and other risks. Virtually every building, process, service, design,
- The following courses can be provided
  - Fire Fighting level 1 , 2
  - Fire fighting inspection level 1,2
  - Fire Fighting investigation
  - Fire safety operation and maintenance programs
- INTEX Member No.: 2718746



## American Welding Society (AWS)

INTEX Joined The American welding society (AWS) as AWS educational Institution membership. Numerous certifications can be provided, programs and services for the welding professional. From welder to engineer; employer to employee; domestic to international;



## Crane Certification Association of American (CCAA)

- INTEX Joined The Crane certification Association of American ( CCAA) in which INTEX can provide the following certified programs
  - Mobile Crane Operators
  - Rigging Inspectors,
  - Rigger Level 1, 2 and 3.



## The International Academy of Management

- The Academy was established in UK to enable people in business to have the opportunity for official individual recognition of professional attainment and to network with other business practitioners in different countries. The Academy also identified the needs of individuals to continually develop their portfolio of management skills and has established links with management training organizations who deliver high quality training and education programs.



## The International Professional Managers Association (IPMA)

- iPMA is an International Examining, Licensing & Regulatory Professional body in UK, formed for the purpose of providing practicing managers with the opportunity to participate and to be part of the process of improving managerial performance and effectiveness in all areas of business and industrial activity.



## Management Science Institute (MSI)

- MSI is a professional association in USA, whose members share the belief that the management and administration of business is a learned set of skills that must be continuously refined and altered to meet changing demands.

## OUR PROJECTS

List of contracts which have been executed in the last ten (10) years:

Client	Country	Services	Contract Period
Saudi ARAMCO	Saudi Arabia	3 year Bidding Contract for Mentoring and OJT Drilling Training	From April 2011 to March 2014
Kuwait Petroleum Training Center	Kuwait	One Year Contract Technical Training	From 01/04/2011 to 31/03/2012
SABIC	Saudi Arabia	Technical (Mechanical, Electrical, and Instrumentation) Training Renewable)	From 29/01/2009 (Renewable)
OUDEH Petroleum	Syria	Internal (in the Field) Technical Training Courses	From 16/01/2011 to 15/12/2011
China Petroleum & Chemical Corporation "SINOPEC"	Saudi Arabia	To provide Training Services in Drilling & HSE fields	One Year (Feb.2010)
ZP Arabia Drilling Company LTD	Saudi Arabia	To provide Training Services for courses requested by ZP (INTEX executes ZP's training matrix)	One Year (1/9/2009 – 1/9/2010)
Syrian Gas Co.	Syria	Long Term Technical Training Sessions	252 working days -12 hrs /day (started on 07/11/2009)
STROYTRANSGAZ Co.	Syria	Internal Technical Training Courses	66 working days – (from 01/08/2009 to 30/10/2009)
Syrian Petroleum Co.	Syria	To provide SPC with Production, Electrical, Mechanical, Instrumentation and Control System, Drilling, and HSE Trainers for 12 months	One year (started on 15/7/2009)
Syrian Gas Co.	Syria	Long Term Technical Training Sessions	252 working days -12 hrs /day (Started 04/04/2009)
Drilling & Petroleum Service (DPS)	Saudi Arabia	In-Class Drilling Training	One Year Contract (2007) Renewed Once up to now
Syrian Gas Co.	Syria	Long Term Technical Training Sessions	295 working days -12 hrs /day (29/12/2007)
Saudi ARAMCO	Saudi Arabia	Drilling Professional Training Transfer Programme DPTTP (the first 4 weeks are basic & Advanced English)	50 weeks 17/11/2007 – 17/12/2008
Syrian Petroleum Co. (SPC) Syrian Gas Co. (SGC)	Syria	Design, Develop and Deliver Training Courses in 35 Workshops for the Syrian Petroleum Co. (SPC) and Syrian Gas Co. (SGC).	14/06/2006 - 03/08/2006
Al-Tuwairqi Group	Saudi Arabia	Design, Develop and Deliver 20 industrial Security Training Courses	6 Months (2005) Ended 31/12/2005
Al- Khafji Oil company	Saudi Arabia	Designing, developing, delivering and evaluating a series of technical training programs in Oil Field	7 Months (2005) Ended 31/12/2005
Ministry of Foreign Trade and Industry – Egypt	Egypt – Cairo	Designing, developing, delivering and evaluating a series of management training programs	9 Months (2005) Ended 20/12/2005

## OUR CLIENTS

INTEX has long active professional business relationships with prominent organizations and companies in the Middle East especially in Oil & Gas Industry. INTEX main clients exist in the following countries and territories:

### EGYPT COMPANIES

1. Engineering for the Petroleum & Process Industries ENPPI
2. Cairo Airport Company
3. PETROBEL
4. Ieoc Production B.V. – Egypt Branch
5. IEOC - Agiba Petroleum Co.
6. International Business Services
7. Shell - Badr Petroleum Co. (BAPETCO)
8. Ganoub El Wadi Petroleum Holding Co.
9. PICO - Al Amal Petroleum Co. (AMAPETCO)
10. Kuwait Energy Egypt
11. BG (British Gas) - Egypt
12. Oil Safe Petroleum Services
13. Apache - Qarun Petroleum Co.
14. SEENOPEX Oil Services
15. Apache - Khalda Petroleum Co.
16. El Hamra Oil Company
17. Trident - Magawish Petroleum Co.
18. Petro Amir Petroleum Co.
19. HBS - South Dapaa Petroleum Co.
20. RKW Egypt Ltd.
21. RWE Dea - Suez Oil Co. (SUZO)
22. Vinavil Egypt for Chemicals SAE
23. PICO - Gemsa Petroleum Co.
24. El Wastani Petroleum Company
25. PICO - Petrogulf Misr
26. Pharaonic Petroleum Company (PhPC)
27. Alexandria Mineral Oil (AMOC)
28. Petroshahd Petroleum Co.
29. Egyptian Maintenance Co EMC
30. Burg El Arab Petroleum Co. (BURAPETCO)
31. British Petroleum - GUPCO
32. Middle East Oil Refinery ( MIDOR )
33. Egyptian Natural Gas Co.
34. National Authority for Tunnels (NAT)
35. Suez Oil Processing Co.
36. Misr Fertilizers Production Company (MOPCO)
37. IPR - Fanar Petroleum Co.
38. Metallurgical Industries Holding (Egyptalum)
39. Egyptian Towns Gas
40. Egyptian Liquefied Natural Gas (ELNG)
41. Assiut Refinery Co. ASORC
42. United Gas Derivatives Co. (UGDC)
43. Look Oil - Esh El Mallaha Petroleum Co.
44. Petroleum Air Service PAS
45. Petrosannan Co.
46. Arab Petroleum Pipelines Company (SUMED)
47. Egypt Air Training Academy
48. Amoun Pharmaceuticals S.A.E
49. United Gas Derivatives Co. (UGDC)
50. Helwan Fertilizers Co.
51. Rashid Petroleum Company
52. Nasr Chemicals Co.
53. North Sinai Petroleum Company NOSPCO
54. Egyptian Steel Co.
55. Dara Petroleum Co.



## SAUDI ARABIA COMPANIES

1. Saudi Aramco Co.
2. Al-Khafji Joint Operations
3. Siemens Co.
4. Ministry of Defense
5. Ministry of Health
6. King Faisal Military School
7. Saudi Aramco Mobil Refinery Co. Ltd.
8. Saudi Electricity Co.
9. Saudi Public Transport Co.
10. Saudi Credit & Savings Bank
11. Ministry of Civil Service - Saudi Arabia
12. Capital Market Authority
13. Saudi Arabian General Investment Authority
14. King Khaled Eye Specialist Hospital
15. SABIC
16. Al-Tuwairqi Group
17. Arabian Drilling Company
18. Drilling & Petroleum Services
19. BGP Arabia Ltd.
20. ZP Arabian Drilling Company
21. Sinopec
22. Al Suwaiket
23. Weatherford
24. Precision Drilling
25. Rawabi Dalma Co. Ltd.
26. Argas
27. SEADRILL

## KUWAIT COMPANIES

1. Kuwait Oil Company (KOC)
2. Kuwait Petroleum Corporation (KPC)
3. Kuwait Oil Tanker Co.
4. Petroleum Training Center (PTC)
5. Kuwait National Petroleum Co. (KNPC)
6. Zain
7. Kuwait Gulf Oil Co. (KGOC)

## SYRIA COMPANIES

1. Shell - Al Furat Petroleum Co. (AFPC)
2. Total - Deir Ez Zor Petroleum Co. (DEZPC)
3. Eni - Hayyan
4. Stoytrangaz
5. Oudeh Petroleum Co. (OPC)
6. Syrian Petroleum Co. (SPC)
7. Syrian Gas Co. (SGC)
8. Atomic Energy Commission of Syria
9. Ebla Petroleum Co.
10. General Company for Engineering Studies & Consulting



## LIBYA COMPANIES

1. Western GECO
2. Ras Lanuf Oil & Gas Processing Co.
3. Arabian Gulf Oil Co.
4. Al Zueitina Oil Co.
5. Eni Gas
6. Agib Gas Co.
7. El Zawya Oil Co.
8. Mazaya Center for Consultations & Training
9. Repsol Exploration Co.
10. Wintershall
11. Libyan & Emirates Oil Refining Co. (LERCO)
12. Inpex Libya, Ltd.
13. Teikoku Oil Libya UK Ltd.
14. Japex Libya Ltd.

## OMAN COMPANIES

1. Administration and Training Development Institute
2. College of Finance and Banking

## YEMEN COMPANIES

1. Jannah Hunt Oil Co.
2. Petroleum Exploration and Production (PEPA)
3. Yemen Petroleum Co. (YOC)

## SUDAN COMPANIES

1. Greater Nile Petroleum Co. (GNPOC)
2. HIGLEIG Petroleum Services Investment Co.
3. PETRODAR Operation Co.
4. Ministry of Finance & National Economy
5. PETRONAS Sudan Country Office
6. NAPESCO Petroleum Services Co.
7. Dar petroleum operating company (DPOC)
8. Advanced Petroleum Co. (APCO)
9. Petro Energy E&P Co.
10. White Nile Petroleum Operating Co.  
(WNPOC)
11. Nada properties company

## BAHRAIN COMPANIES

1. Bridge Training Solution

## BRUNEI COMPANIES

1. Brunei Fertilizer Industries



# OIL & GAS COURSES

## برامج النفط والغاز



## Drilling

Code	Course	Duration	Start Date	End Date	Location
DR01	Basic Drilling Technology	10	7-Jan-24	18-Jan-24	Cairo
			7-Jul-24	18-Jul-24	Cairo
DR02	Drilling Principles & Practices	10	4-Feb-24	15-Feb-24	Cairo
			4-Aug-24	15-Aug-24	Cairo
DR03	Drilling Optimization & Well Planning	10	3-Mar-24	14-Mar-24	Cairo
			1-Sep-24	12-Sep-24	Cairo
DR04	Basic Directional Drilling	10	14-Apr-24	25-Apr-24	Cairo
			13-Oct-24	24-Oct-24	Cairo
DR05	Horizontal Drilling	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
DR06	Multilateral Technology of Oil & Gas Wells	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
DR07	Advanced Drilling Fluids Technology	10	14-Jan-25	18-Jan-29	Cairo
			14-Jul-24	25-Jul-24	Cairo
DR08	Stuck Pipe & Fishing Operation	10	18-Feb-24	29-Feb-24	Cairo
			18-Aug-24	29-Aug-24	Cairo
DR09	Well Completion Design & Productivity (Advanced)	10	17-Mar-24	28-Mar-24	Cairo
			15-Sep-24	26-Sep-24	Cairo
DR10	Advanced Well Control	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Kuala Lumpur
DR11	Drill Bit Technology	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
DR12	Casing & Well Design	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Dubai
DR13	Advanced Drill String Design	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Cairo

## Drilling

Code	Course	Duration	Start Date	End Date	Location
DR14	Cementing Technology	5	4-Feb-24	8-Feb-24	Dubai
			4-Aug-24	8-Aug-24	Cairo
DR15	Basic Drilling Fluids	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Istanbul
DR16	Wireline & Formation Evaluation	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Dubai
DR17	Basic Completion Program	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
DR18	Well Engineering	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
DR19	Well Stimulation	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Cairo
DR20	Drilling & Completion	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Istanbul
DR21	Casing & Cementing	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Dubai
DR22	Managing Wellsite Operations	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
DR23	Practical Drilling Skills	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Cairo
DR24	Mud Technology	5	23-Jun-24	27-Jun-24	Cairo
			15-Dec-24	19-Dec-24	Cairo
DR25	Rock Mechanics & Well Bore Stability	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
DR26	Advanced Casing Design	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
DR27	Advanced Underbalanced Well Design	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Cairo

## Drilling

Code	Course	Duration	Start Date	End Date	Location
DR28	Managed Pressure Drilling (MPD) Well Design & Application	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Cairo
DR29	Advanced Casing & Tubing Design	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Dubai
DR30	Drilling Operation Management	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-23	5-Dec-24	Cairo
DR31	Practical Well Control	5	14-Jan-24	18- Jan-24	Cairo
			14-Jul-24	18- Jul-24	Kuala Lumpur
DR32	Well Control Surface BOP	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Kuala Lumpur
DR33	Rigging & Slinging	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
DR34	Advanced Drilling Operations Management	10	21-Apr-24	2-May-24	Cairo
			20-Oct-24	31-Oct-24	Cairo
DR35	Petroleum Industry Overview	10	19-May-24	30-May-24	Cairo
			17-Nov-24	28-Nov-24	Cairo
DR36	Drilling Bit and Drilling Design	5	23-Jun-24	27-Jun-24	Cairo
			15-Dec-24	19-Dec-24	Cairo
DR37	Basic Drilling Fluids, Mud Technology and Hydraulics	5	28-Jul-24	1-Aug-24	Cairo
			4-Feb-24	8-Feb-24	Cairo
DR38	Directional Horizontal Drilling and Multilateral Techniques	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
DR39	Offshore Drilling Operations	10	24-Mar-24	4-Apr-24	Cairo
			22-Sep-24	3-Oct-24	Istanbul
DR40	BOP Stack and Well Control	10	28-Apr-24	9-May-24	Cairo
			20-Oct-24	31-Oct-24	Cairo
DR41	Well Completion and Workover	10	5-May-24	16-Jun-24	Cairo
			3-Nov-24	14-Nov-24	Dubai



## Drilling

Code	Course	Duration	Start Date	End Date	Location
DR42	Logging Fundamentals for Drilling Engineers	10	2-Jun-24	13-Jun-24	Cairo
			1-Dec-24	12-Dec-24	Cairo
DR43	Drilling Rig Inspection & Maintenance & Investigation A drilling and workover operations mistakes	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
DR44	Drilling Oil & Gas Wells Technology & Equipping of Head Well	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo



## Exploration

Code	Course	Duration	Start Date	End Date	Location
EX01	Prospect & Play Analysis	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
EX02	Integration of Log and Seismic Data	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
EX03	Basic Oil, Standard Test Method	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
EX04	Basin Analysis & Habitat of Hydrocarbons in Sedimentary Basins	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Istanbul
EX05	Petroleum Sedimentology	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
EX06	Basic Open Hole Log Interpretation	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
EX07	Wireline Well Logging	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
EX08	Wireline Formation Testing and Interpretation	10	18-Feb-24	29-Feb-24	Cairo
			18-Aug-24	29-Aug-24	Cairo
EX09	Introduction to E & P	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
EX10	Petroleum Exploration Overview	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
EX11	Formation Evaluation	10	26-May-24	6-Jun-24	Cairo
			24-Nov-24	5-Dec-24	Cairo



## Exploration

Code	Course	Duration	Start Date	End Date	Location
EX12	Reservoir Damage & Remedy	10	23-Jun-24	4-Jul-24	Cairo
			29-Dec-24	9-Jan-24	Cairo
EX13	Special Geophysical Techniques	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Istanbul
EX14	Carbonate Reservoirs	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo



## Geology

Code	Course	Duration	Start Date	End Date	Location
GO01	Basic Structural Geology & Structural Styles	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
GO02	Advanced Structural Geology	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
GO03	Structural Geology in Petroleum Exploration and Development	10	3-Mar-24	14-Mar-24	Cairo
			1-Sep-24	12- Sep-24	Cairo
GO04	Development Geology	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
GO05	Production Geology Workshop	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
GO06	Geological Engineering Mapping for Subsurface	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
GO07	Reservoir Engineering for Geologists	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
GO08	Petroleum Geochemistry	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Istanbul
GO09	Geological Overview for Petroleum Engineers	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
GO10	Well-Site Geology & Operations for Geologists	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
GO11	Reservoir Geology for Petroleum Engineers	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo

## Geophysics

Code	Course	Duration	Start Date	End Date	Location
GP01	Foundations of Petrophysics	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
GP02	Advanced Petrophysics	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
GP03	Exploration Geophysics for Geologists & Engineers	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Dubai
GP04	Seismic Data Interpretation	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
GP05	Seismic Field Techniques	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
GP06	Introduction to Seismic Stratigraphy	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
GP07	Seismic Stratigraphy Interpretation	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
GP08	Sequence Stratigraphy & Seismic Stratigraphy	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
GP09	Seismic Evaluation of Reservoirs and Subsurface Interpretation	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
GP10	Seismic Recovery & Evaluation of Reservoir	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
GP11	Cross Well Seismic Technology	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Istanbul
GP12	Integration of Petrophysical Data	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Istanbul



## Maritime

Code	Course	Duration	Start Date	End Date	Location
MR01	Introduction to Shipping	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
MR02	Legal Principles in Shipping	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
MR03	Shipping Business	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
MR04	Marine Insurance	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
MR05	Port and Terminal Management	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
MR06	Ship Operations and Management	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
MR07	Tanker Chartering	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
MR08	INCOTERMS 2010	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo

## Process Engineering

Code	Course	Duration	Start Date	End Date	Location
PE01	Fundamentals of Oil & Gas Facilities	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
PE02	Introduction to Oil Processing	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
PE03	Introduction to Gas Processing	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
PE04	Gas Drying, Sweetening and Processing	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Istanbul
PE05	Gas Processing Operations-Advanced	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
PE06	Process Operations Troubleshooting	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
PE07	Basic Reservoir Engineering	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
PE08	Process Plant Start up Commissioning and Troubleshooting	10	18-Feb-24	29-Feb-24	Cairo
			18-Aug-24	29-Aug-24	Cairo
PE09	Process Operation Plant & Troubleshooting	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo



## Production & Operation Technology

Code	Course	Duration	Start Date	End Date	Location
PR01	Modern Methods of Heavy Oil Production	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Kuala Lumpur
PR02	Advanced Production & Operating Techniques	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
PR03	Production Technology	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Istanbul
PR04	Well Planning & Engineering	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
PR05	Well Service Engineering & Operations	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
PR06	Artificial Lift Systems	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
PR07	Gas Lift & Gas Pumping	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
PR08	Beam Pumps	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
PR09	Electrical Submersible Pumps	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
PR10	Production Optimization For Mature Fields	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Cairo
PR11	Natural Gas Production Technology	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Istanbul
PR12	Coiled Tubing Applications For Production Operations	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Cairo
PR13	Modern Techniques to Mending of Casing tubes	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo

## Production & Operation Technology

Code	Course	Duration	Start Date	End Date	Location
PR14	Natural Gas Dehydration For Operators	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
PR15	Crude Oil Supply Movement & Techniques Proficiency	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
PR16	Increase Efficiency formation who its Caring Heavy & Viscous Oil	10	21-Apr-24	2-May-24	Cairo
			20-Oct-24	31-Oct-24	Cairo
PR17	Surface Development & Operations	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Istanbul
PR18	Surface Production Facilities	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
PR19	Production Problem Solving	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Dubai
PR20	Plant Shutdown Systems	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Cairo
PR21	Production Equipment Systems in Oil Fields	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
PR22	Production Subsurface Operations	5	21-Apr-24	25-Apr-24	Cairo
			6-Oct-24	6-Oct-24	Cairo
PR23	Surface Production Operations	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Cairo
PR24	Offshore Operation	5	23-Jun-24	4-Jul-24	Cairo
			17-Dec-23	21-Dec-23	Cairo
PR25	Wireline Operations	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
PR26	Safety Practices in Wireline	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Istanbul



## Oil Refining & Petrochemicals

Code	Course	Duration	Start Date	End Date	Location
RF01	Oil Refining: From Crude Oil To Petroleum Products	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
RF02	Basic Refinery Operations	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
RF03	Atmospheric and Vacuum Distillation	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
RF04	Hydro-treating and Catalytic Reforming	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
RF05	Crude Distillation Tower Operations	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
RF06	Blending Operations	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo

## Reservoir Engineering

Code	Course	Duration	Start Date	End Date	Location
RS01	Reservoir Engineering Appraisal & Development	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
RS02	Reserves Estimation	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
RS03	Advanced Reservoir Engineering	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
RS04	Well Test Design & Analysis	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
RS05	Waterflooding Field Applications & Monitoring Performance	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
RS06	Study of Vertical and Horizontal Well Nets, Development of Oil and Gas Field and the Carbonate Fractured Rocks	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
RS07	Advanced Coring & Core Analysis	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
RS08	Miscible Gas Injection	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
RS09	Improved Waterflooding	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
RS10	Advanced Well Log Interpretation & Application	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Dubai
RS11	Management of Condensate Oil & Gas Reservoir for Carbonate Fractured Rocks	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
RS12	Reservoir Simulation	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Istanbul
RS13	Advanced Gas Reservoir Engineering	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo

## Reservoir Engineering

Code	Course	Duration	Start Date	End Date	Location
RS14	Cased Hole Drill Stem Testing	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
RS15	Mechanism of Work & Operate Modern (LOG) station & its Calibration	10	3-Mar-24	14-Mar-24	Cairo
			1-Sep-24	12- Sep-24	Cairo
RS16	Reservoir Management	10	14-Apr-24	25-Apr-24	Cairo
			6-Oct-24	17-Oct-24	Cairo
RS17	Reservoir Characterization: A Multi-Disciplinary Team Approach	10	5-May-24	16-May-24	Cairo
			3-Nov-24	14-Nov-24	Cairo
RS18	Improving Calcareous & Sandy Oil Reservoirs	10	2-Jun-24	13-Jun-24	Cairo
			1-Dec-24	12-Dec-24	Cairo
RS19	Methods of Oil Production from Water Flooded Reservoirs	10	14-Jan-24	25-Jan-24	Cairo
			14-Jul-24	25-Jul-24	Cairo
RS20	Modern Methods to Improve Calcareous Formations	10	11-Feb-24	22-Feb-24	Cairo
			11-Aug-24	22-Aug-24	Cairo
RS23	Reservoir Fluid Properties:(Preparation for Reservoir Engineering & Simulation Studies)	10	10-Mar-24	21-Mar-24	Cairo
			8-Sep-24	19-Sep-24	Cairo
RS22	Reservoir Simulation Strategies	10	21-Apr-24	2-May-24	Cairo
			20-Oct-24	31-Oct-24	Cairo



# TECHNICAL COURSES

## البرامج الفنية



## Civil Engineering

Code	Course	Duration	Start Date	End Date	Location
CE01	Fundamentals of Road Construction	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
CE02	Concrete Mixing and Testing	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
CE03	Quantity Surveying	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
CE04	Construction Quality Control and Site Inspection	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
CE05	Comprehensive Civil Engineering	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
CE06	Construction Materials	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
CE07	Local Soil Conditions	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
CE08	Detailing Concrete Structure	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
CE09	Productivity Improvement Methods and Safety on Construction Sites	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
CE10	Quality Control and Quality Assurance of Concrete	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
CE11	Maintenance of Roads	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
CE12	Design Requirements of Special Considerations for Concrete Practices in Hot Weather	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo

## Electrical

Code	Course	Duration	Start Date	End Date	Location
EL01	Fundamentals of Electrical Equipment	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
EL02	Electrical Maintenance Principles & Applications	5	4-Feb-24	8-Feb-24	Dubai
			4-Aug-24	8-Aug-24	Cairo
EL03	Electrical Installations in the Oil Industry	5	3-Mar-24	7-Mar-24	Dubai
			1-Sep-24	5-Sep-24	Cairo
EL04	Safety Practices in Handling & Installing Electrical Systems	5	21-Apr-24	25-Apr-24	Dubai
			13-Oct-24	17-Oct-24	Cairo
EL05	Electrical Installations in Petroleum Industry (NEC) Regulations	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
EL06	Maintenance and Protection of Transformer Stations	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
EL07	Underground Cables Design, Installation and Protection	5	21-Jan-24	25-Jan-24	Kuala Lumpur
			21-Jul-24	25-Jul-24	Cairo
EL08	Electrical Power System & Power Generator Control	5	18-Feb-24	22-Feb-24	Dubai
			18-Aug-24	22-Aug-24	Cairo
EL09	Safety Grounding	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
EL10	Reactive Power Management and Power Factor Correction	5	28-Apr-24	2-May-24	Dubai
			27-Oct-24	31-Oct-24	Cairo
EL11	Power System Operation (LDC)	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
EL12	Voltage Control in Power Plants	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
EL13	Transient Performance of Electric Power Systems	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo

## Electrical

Code	Course	Duration	Start Date	End Date	Location
EL14	Battery and Battery Charges With Application to UPS	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
EL15	Electrical Preventive Maintenance	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Istanbul
EL16	Capacitors in Distribution System	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
EL17	Circuit Breaker Control	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
EL18	Electric Distribution Systems (Operation, Testing & Protection)	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
EL19	Electric Power Generation, Transmission and Planning	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo
EL20	Electrical Control and Drawings	5	18-Feb-24	22-Feb-24	Istanbul
			18-Aug-24	22-Aug-24	Cairo
EL21	Electrical Load Forecasting	5	17-Mar-24	21-Mar-24	Istanbul
			15-Sep-24	19-Sep-24	Cairo
EL22	Electrical Motors	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
EL23	Electrical Power Substation Maintenance	5	26-May-24	30-May-24	Istanbul
			24-Nov-24	28-Nov-24	Cairo
EL24	Electrical Safety Codes	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
EL25	Electrical Switchgear for Engineers	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo
EL26	Introduction to Exciter / Automatic Voltage Regulator (AVR)	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai

## Electrical

Code	Course	Duration	Start Date	End Date	Location
EL27	HV Switching	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
EL28	Power Factor Testing	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
EL29	Power Distribution Load	5	12-May-24	16-May-24	Dubai
			10-Nov-24	14-Nov-24	Cairo
EL30	Power Quality & System Harmonics	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
EL31	Power Plant Electrical System	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
EL32	AC Electrical Motors & Drivers	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Kuala Lumpur
EL33	Electrical Maintenance	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
EL34	Transformer Principles and Applications	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
EL35	Switchgears (Construction, Operation, Maintenance & Testing)	5	26-May-24	30-May-24	Kuala Lumpur
			24-Nov-24	28-Nov-24	Cairo
EL36	Uninterruptible Power Supply	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
EL37	Power System Grounding	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
EL38	Power System Analysis & Control	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
EL39	Transmission Line Protection	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
EL40	Electrical Power Plants (Types, Design, Operation and Control)	5	21-Apr-24	25-Apr-24	Dubai
			13-Oct-24	17-Oct-24	Cairo

## Health, Safety & Environment (Certified)

Code	Course	Duration	Start Date	End Date	Location
HSC01	NEBOSH International General Certificate - UK	10	7-Jan-24	18-Jan-24	Cairo
			7-Jul-24	18-Jul-24	Cairo
HSC02	NEBOSH International Technical Certificate in Oil and Gas Operation Safety - UK	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
HSC03	H2S Train-the-Trainer (IADC) USA	2	3-Mar-24	4-Mar-24	Cairo
			1-Sep-24	2-Sep-24	Cairo
HSC04	Fall protection Train-the-Trainer (IADC) USA	2	21-Apr-24	22-Apr-24	Cairo
			13-Oct-24	14-Oct-24	Cairo
HSC05	Confined Space Entry-Inspection & Rescue Train-the-Trainer (IADC) USA	2	12-May-24	13-May-24	Cairo
			10-Nov-24	11-Nov-24	Cairo
HSC06	Vertical Rescue Train-the-Trainer (IADC) USA	2	9-Jun-24	10-Jun-24	Cairo
			8-Dec-24	9-Dec-24	Cairo
HSC07	Confined Space Entry-Inspection & Rescue (IADC) USA	1	21-Jan-24	21-Jan-24	Cairo
			21-Jul-24	21-Jul-24	Cairo
HSC08	Fall Protection (IADC) USA	1	18-Feb-24	18-Feb-24	Cairo
			18-Aug-24	18-Aug-24	Cairo
HSC09	Fire Fighting Awareness & Team (IADC) USA	1	17-Mar-24	17-Mar-24	Cairo
			15-Sep-24	15-Sep-24	Cairo
HSC10	H2S (IADC) USA	1	28-Apr-24	28-Apr-24	Cairo
			27-Oct-24	27-Oct-24	Cairo
HSC11	HAZCOM (IADC) USA	1	26-May-24	26-May-24	Cairo
			24-Nov-24	24-Nov-24	Cairo
HSC12	Safety Leadership (IADC) USA	1	30-Jun-24	30-Jun-24	Cairo
			22-Dec-24	22-Dec-24	Cairo

## Health, Safety & Environment

Code	Course	Duration	Start Date	End Date	Location
HSE01	Accident and Incident Investigation	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
HSE02	Basic Safety and Loss Prevention	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
HSE03	Chemical Hazard Awareness	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
HSE04	Chemical & Hazard Material in Oil Industry	5	21-Apr-24	25-Apr-24	Dubai
			13-Oct-24	17-Oct-24	Cairo
HSE05	Civil Defense and Fire Fighting	5	12-May-24	16-May-24	Istanbul
			10-Nov-24	14-Nov-24	Cairo
HSE06	Fault Tree Analysis	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
HSE07	Fire Fighting in Oil Industry	5	21-Jan-24	25-Jan-24	Istanbul
			21-Jul-24	25-Jul-24	Cairo
HSE08	Hazard Operability Studies (HAZOP)	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
HSE09	Job Hazard Analysis	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
HSE10	Oil Spill Control	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Dubai
HSE11	Safe Use and Handling Various Hazardous and Sensitive Materials	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
HSE12	How to Deal with the Explosive Materials	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
HSE13	Management of QHSSE activities	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo

## Health, Safety & Environment

Code	Course	Duration	Start Date	End Date	Location
HSE14	QHSSE Audits	5	4-Feb-24	8-Feb-24	Dubai
			4-Aug-24	8-Aug-24	Cairo
HSE15	Risk Management	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
HSE16	Effective Safety Inspection	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
HSE17	Advanced First Aid	3	12-May-24	16-May-24	Istanbul
			10-Nov-24	14-Nov-24	Cairo
HSE18	Crane & Lifting Loose gear maintenance & inspection	3	9-Jun-24	11-Jun-24	Cairo
			8-Dec-24	10-Dec-24	Cairo
HSE19	Defensive Driving (Theoretical)	2	21-Jan-24	22-Jan-24	Cairo
			21-Jul-24	22-Jul-24	Cairo
HSE20	Defensive Driving off Road	2	18-Feb-24	19-Feb-24	Cairo
			18-Aug-24	19-Aug-24	Istanbul
HSE21	Defensive Driving on Road	2	17-Mar-24	18-Mar-24	Cairo
			15-Sep-24	16-Sep-24	Cairo
HSE22	Industrial Hygiene	3	28-Apr-24	30-Apr-24	Cairo
			27-Oct-24	29-Oct-24	Cairo
HSE23	Lifting & Slinging	2	26-May-24	28-May-24	Cairo
			24-Nov-24	26-Nov-24	Cairo
HSE24	Measuring HSE Performance	2	30-Jun-24	1-Jul-24	Cairo
			22-Dec-24	23-Dec-24	Cairo
HSE25	Mobile Crane	3	7-Jan-24	9-Jan-24	Cairo
			7-Jul-24	9-Jul-24	Cairo
HSE26	Permit to Work	2	4-Feb-24	5-Feb-24	Cairo
			4-Aug-24	5-Aug-24	Cairo

## Health, Safety & Environment

Code	Course	Duration	Start Date	End Date	Location
HSE27	Personal Protective Equipment PPE	2	3-Mar-24	4-Mar-24	Cairo
			1-Sep-24	2-Sep-24	Cairo
HSE28	Rigging & Lifting	2	21-Apr-24	22-Apr-24	Cairo
			13-Oct-24	14-Oct-24	Cairo
HSE29	Scaffolding Erection & Inspection	2	12-May-24	13-May-24	Cairo
			10-Nov-24	11-Nov-24	Cairo
HSE30	Workshop & Warehouse Safety	2	9-Jun-24	10-Jun-24	Cairo
			8-Dec-24	9-Dec-24	Cairo
HSE31	Environment & Pollutions Controls in Oil Industry	5	21-Jan-24	22-Jan-24	Dubai
			21-Jul-24	22-Jul-24	Cairo
HSE32	Environmental Management System	5	18-Feb-24	19-Feb-24	Dubai
			18-Aug-24	19-Aug-24	Cairo
HSE33	Environmental Modeling and Statistical Analysis	5	17-Mar-24	18-Mar-24	Cairo
			15-Sep-24	16-Sep-24	Dubai
HSE34	Introduction to Waste Management & Pollution Control	2	28-Apr-24	29-Apr-24	Cairo
			27-Oct-24	28-Oct-24	Cairo
HSE35	EMS implementation course for ISO 14001	2	26-May-24	27-May-24	Cairo
			24-Nov-24	25-Nov-24	Cairo
HSE36	Environmental Auditing	2	30-Jun-24	1-Jul-24	Cairo
			22-Dec-24	23-Dec-24	Cairo
HSE37	Environmental Awareness	2	7-Jan-24	8-Jan-24	Cairo
			7-Jul-24	8-Jul-24	Cairo
HSE38	Process Safety Management	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai

## Instrumentation & Process Control

Code	Course	Duration	Start Date	End Date	Location
IP01	Automatic Process Control	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
IP02	Fiber Optical Cables and its Equipments—PDH, SDH Systems	10	4-Feb-24	15-Feb-24	Cairo
			4-Aug-24	15-Aug-24	Cairo
IP03	Supervising Laboratory Operations	5	3-Mar-24	7-Mar-24	Kuala Lumpur
			1-Sep-24	5-Sep-24	Cairo
IP04	Digital & Micro Telecommunication Systems	10	21-Apr-24	2-May-24	Cairo
			13-Oct-24	24-Oct-24	Cairo
IP05	Basics of Programmable Logic Controllers (PLC I)	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
IP06	Advanced & Applications of Programmable Logic Controllers (PLC II)	5	9-Jun-24	13-Jun-24	Dubai
			8-Dec-24	12-Dec-24	Cairo
IP07	Calibration of Electrical and Electronic Measuring Instruments	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
IP08	Electronic Instrumentation for Industrial Processes	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
IP09	Process Control Instrumentation Technology	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
IP10	Maintenance of Electrical and Electronic Measuring Instruments	5	28-Apr-24	2-May-24	Kuala Lumpur
			27-Oct-24	31-Oct-24	Cairo
IP11	Distribution Control System (DCS)	5	26-May-24	30-May-24	Kuala Lumpur
			24-Nov-24	28-Nov-24	Cairo
IP12	Advanced Control Systems	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo



## Instrumentation & Process Control

Code	Course	Duration	Start Date	End Date	Location
IP13	Control System in Station (DCS /PLC)	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo
IP14	Advanced Process Control	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
IP15	Instrumentation Control & Mechanical Equipment Maintenance	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Istanbul

## Industrial Security

Code	Course	Duration	Start Date	End Date	Location
IS01	Modern Conception of Industrial Security	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo
IS02	Supervisory Skills in Industrial Security	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
IS03	Accidents' Reporting Requirements and Offenses Recognition	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
IS04	Investigation in Industrial Security	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Dubai
IS05	Risks, Accidents and Emergency Situation within the Establishment	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
IS06	Security Systems of Industrial Establishments	5	9-Jun-24	13-Jun-24	Istanbul
			8-Dec-24	12-Dec-24	Cairo
IS07	Skills Required For Effective and Efficient Security Reporting and Notification	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo
IS08	Security Administration and Training Procedures	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
IS09	Communication Skills and Relations with Others for Industrial Security	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
IS10	Supervising Security Operations	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
IS11	Developing and Upgrading Security Leadership	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Istanbul
IS12	Protection Measures against Potential Hazards Encountered within the Establishment	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Dubai
IS13	Safety of Industrial Security Personnel	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo



## Industrial Security

Code	Course	Duration	Start Date	End Date	Location
IS14	Conception, Principles & Basic for Industrial Security	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
IS15	Security Procedures for Personnel, Documentation and Information	5	3-Mar-24	7-Mar-24	Dubai
			1-Sep-24	5-Sep-24	Cairo
IS16	Applied Study for Management and Control of Security Emergencies and Disasters	5	21-Apr-24	25-Apr-24	Dubai
			13-Oct-24	17-Oct-24	Cairo
IS17	Developing of Legal Awareness and Security Performances for Industrial Security Personnel	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
IS18	Function and Responsibilities of Industrial Security Personnel	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
IS19	Traffic Flowing Procedures within the Establishment	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo
IS20	Planning of Security Operations	5	18-Feb-24	22-Feb-24	Istanbul
			18-Aug-24	22-Aug-24	Cairo
IS21	Security Crisis Management	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai



## Laboratory

Code	Course	Duration	Start Date	End Date	Location
LB01	Lab Analysis Improvement	5	7-Jan-24	11-Jan-24	Istanbul
			7-Jul-24	11-Jul-24	Cairo
LB02	Desalination of Sea Water	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
LB03	Industrial Wastewater and Sewage Water Treatment	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
LB04	Petroleum Analysis	5	21-Apr-24	25-Apr-24	Dubai
			13-Oct-24	17-Oct-24	Cairo
LB05	Petroleum & Petroleum Product Analysis	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Istanbul
LB06	Chemical Additives for Separation of Water and Oil in Surface Facilities and Development	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
LB07	Water Treatment	5	21-Jan-24	25-Jan-24	Istanbul
			21-Jul-24	25-Jul-24	Cairo
LB08	Water Analysis and Treatment in Petroleum Industry	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
LB09	Water Testing- ICP and Ion Chromatograph	5	17-Mar-24	21-Mar-24	Dubai
			15-Sep-24	19-Sep-24	Cairo



## Mechanical

Code	Course	Duration	Start Date	End Date	Location
MC01	Condition Monitoring Aids & Techniques	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
MC02	Mechanical Maintenance of Electrical Equipment	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
MC03	General Maintenance for Gas Turbines & Gas Compressors	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Istanbul
MC04	Operation & Maintenance of Rotating Equipment	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
MC05	Pumps Technology	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Istanbul
MC06	Pump Maintenance & Troubleshooting	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
MC07	Pressure Vessels Design	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Istanbul
MC08	Boiler Operations	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
MC09	Control Valve Technology	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Kuala Lumpur
MC10	Valve Selection, Maintenance & Repair	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Kuala Lumpur
MC11	Welding Technology	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
MC12	Introduction to Non-Destructive Testing	5	30-Jun-24	4-Jul-24	Dubai
			22-Dec-24	26-Dec-24	Cairo
MC13	Radiographic Tests	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai

## Mechanical

Code	Course	Duration	Start Date	End Date	Location
MC14	Operation & Maintenance of Gas Turbines	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
MC15	Steam Turbines Operation & Troubleshooting	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
MC16	Diesel Engine Operation & Troubleshooting	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Kuala Lumpur
MC17	Pipe Work Design & Fabrication	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Cairo
MC18	Piping and Auxiliaries	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-24	5-Dec-24	Cairo
MC19	Storage Tanks	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Kuala Lumpur
MC20	Operation & Maintenance of Heat Exchangers	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Dubai
MC21	Principles, Applications and Maintenance of Hydraulic Systems	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Dubai
MC22	Operation and Maintenance of Refrigeration Equipment for Technicians	5	21-Apr-24	25-Apr-24	Cairo
			6-Oct-24	6-Oct-24	Dubai
MC23	Design of Air - Conditioning Systems	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Cairo
MC24	Design Operation, Maintenance and Inspection of Static / Rotary Equipment	10	23-Jun-24	4-Jul-24	Cairo
			15-Dec-24	26-Dec-24	Cairo
MC25	Efficiency of Power Plant Machinery	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Kuala Lumpur
MC26	Vibration Analysis for Predictive Maintenance	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
MC27	Inspection and Testing of Welded Joints	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Cairo

## Mechanical

Code	Course	Duration	Start Date	End Date	Location
MC28	Static and Dynamic Balancing of Rotating Equipment	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Cairo
MC29	Tank Maintenance and Repair	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-23	5-Dec-24	Kuala Lumpur
MC30	Operation and Maintenance of Pneumatic Control Systems	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Dubai
MC31	Root Cause Failure Analysis	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Dubai
MC32	Corrosion Engineering	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
MC33	Control of Microbiological Corrosion in Oilfields	5	21-Apr-24	25-Apr-24	Cairo
			6-Oct-24	6-Oct-24	Kuala Lumpur
MC34	Fundamentals of Corrosion & Failure Analysis	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Istanbul
MC35	Centrifugal Pumps	5	23-Jun-24	27-Jun-24	Cairo
			15-Dec-24	19-Dec-24	Dubai
MC36	Corrosion, Erosion Engineering & Cathodic Protection	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
MC37	Machinery Failure Analysis and Prevention	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
MC38	Gears (Manufacturing, Maintenance, and Repair)	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Cairo
MC39	Bearings and Lubrication	5	14-Apr-24	18-Apr-24	Dubai
			6-Oct-24	10-Oct-24	Cairo
MC40	Inventory of Electric and Mechanical Equipment	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Cairo
MC41	Power Plant Safety	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-23	5-Dec-24	Cairo

## Mechanical

Code	Course	Duration	Start Date	End Date	Location
MC42	Preventive Maintenance	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
MC43	Basic HVACR	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
MC44	Maintenance Management	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
MC45	Maintenance Planning & Scheduling	5	21-Apr-24	25-Apr-24	Kuala Lumpur
			20-Oct-24	24-Oct-24	Cairo
MC46	Corrosion Monitoring, Inspection and Control	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
MC47	Corrosion Management	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
MC48	Motors & Movement Caring Equipment and Hydraulic Circuits	10	21-Jan-24	1-Feb-24	Cairo
			21-Jul-24	1-Aug-24	Cairo
MC49	Typical Methods to Exploitation all Types of Oil Pumps	10	18-Feb-24	29-Feb-24	Cairo
			18-Aug-24	29-Aug-24	Cairo
MC50	Mechanical Seals	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
MC51	Mechanical Troubleshooting for Pumps, Compressors, Bearings and Lubrication	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Istanbul
MC52	Pipe Line Design & Maintenance	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
MC53	Modern Methods to Modified Oil Engines to Gas Engine	10	30-Jun-24	11-Jul-24	Cairo
			22-Dec-24	2-Jan-24	Cairo



## Mechanical

Code	Course	Duration	Start Date	End Date	Location
MC54	Shaft Alignment	5	7-Jan-24	11-Jan-24	Istanbul
			7-Jul-24	11-Jul-24	Cairo
MC55	Soot Blower System Maintenance Course	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
MC56	Steam Turbine Maintenance	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
MC57	Management of the Petrol Station	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
MC58	LPG Equipment Maintenance	5	12-May-24	16-May-24	Kuala Lumpur
			10-Nov-24	14-Nov-24	Cairo
MC59	Rotary Equipment	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
MC60	LPG Storage Process	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Kuala Lumpur
MC61	Managing Efficient Shutdown & Turnaround	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
MC62	Competency in Onshore and Offshore Pipeline Systems	5	17-Mar-24	21-Mar-24	Istanbul
			15-Sep-24	19-Sep-24	Cairo
MC63	Competency in Mechanical Engineering	5	28-Apr-24	2-May-24	Dubai
			27-Oct-24	31-Oct-24	Cairo
MC64	Mobile Lifting Equipment Operation & Maintenance	5	26-May-24	30-May-24	Dubai
			24-Nov-24	28-Nov-24	Cairo



# MANAGEMENT COURSES

## البرامج الإدارية

## Accounting & Financial Management

### المحاسبة والإدارة المالية

Code	Course	Duration	Start Date	End Date	Location
AF01	Accounting in Oil and Gas Companies المحاسبة في شركات النفط والغاز	10	7-Jan-24	18-Jan-24	Cairo
			7-Jul-24	18-Jul-24	Cairo
AF02	Statistical Analysis التحليل الإحصائي	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
AF03	Advanced Budgeting Workshop ورشة عمل متقدمة عن إعداد الميزانيات التخطيطية	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
AF04	Advanced Financial Accounting المحاسبة المالية المتقدمة	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
AF05	Financial Analysis in Oil and Gas Companies التحليل المالي في شركات النفط والغاز	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
AF06	Basic Petroleum Economics أسسيات اقتصاديات البترول	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
AF07	Budgeting as a Tool for Decision Making الميزانيات كأداة لاتخاذ القرارات	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo
AF08	Cash Flow Management إدارة التدفقات النقدية	5	19-Feb-24	23-Feb-24	Cairo
			20-Aug-24	24-Aug-24	Kuala Lumpur
AF09	Cost Management Workshop إدارة التكلفة (ورشة عمل)	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Cairo
AF10	Budgeting and Cost Control الميزانية ومراقبة التكاليف	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Istanbul
AF11	Effective Accountant المحاسب الفعال	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
AF12	Effective Internal Auditor المراجع الداخلي الفعال	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Kuala Lumpur

## Accounting & Financial Management

### المحاسبة والإدارة المالية

Code	Course	Duration	Start Date	End Date	Location
AF13	Financial Accounting for Non Financials المحاسبة المالية لغير المحاسبين	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Cairo
AF14	Finance Planning and Budgeting in Oil and Gas Companies التخطيط التمويلي وإعداد الميزانيات في شركات النفط والغاز	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Dubai
AF15	Financial Auditing and Control المراجعة والرقابة المالية	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-24	5-Dec-24	Dubai
AF16	Fast Closing Monthly and Year-End Accounts إغلاق الحسابات الشهرية والحسابات الختامية	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Dubai
AF17	Issues of Budgeting and Control in the Governmental Sector إعداد الميزانيات والرقابة بالقطاع الحكومي	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Cairo
AF18	Data Analysis & Reporting techniques using Excel تقنيات تحليل البيانات وإعداد التقارير باستخدام برنامج Excel	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12- Sep -24	Dubai
AF19	Principal of Cost Recovery مبادئ استرداد (نفعية) التكاليف	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
AF20	Advanced Treasury Management إدارة الخزينة - متقدم	10	19-May-24	30-May-24	Cairo
			17-Nov-24	28-Nov-24	Cairo
AF21	Using Cost Information to Control in The Governmental Sector and Non Profitable Organizations استخدام معلومات التكاليف كأساس للرقابة في القطاع الحكومي والمنظمات غير الهدافة للربح	5	28-Jan-24	2-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
AF22	Value Management :Maximizing Productivity and Performance إدارة القيمة لتعظيم الإنتاجية والأداء	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Cairo
AF23	Cost Analysis and Performance Measurement تحليل التكاليف وقياس الأداء	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Dubai

## Accounting & Financial Management

### المحاسبة والإدارة المالية

Code	Course	Duration	Start Date	End Date	Location
AF24	Payroll Management ادارة الرواتب	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
AF25	Accounts Payable الحسابات المدينة	5	4-Feb-24	8- Feb -24	Cairo
			4-Aug-24	8-Aug-24	Cairo
AF26	Fraud Control مكافحة الغش	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
AF27	Financial and Management Accounting in Shipping Industry المحاسبة المالية والإدارية في صناعة النقل	10	14-Apr-24	25-Apr-24	Cairo
			6-Oct-24	17-Oct-24	Cairo

## البنوك Banking

Code	Course	Duration	Start Date	End Date	Location
BK01	Strategic Planning Business Banking التخطيط الإستراتيجي للأعمال المصرافية	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
BK02	Planning and financial control in the banking sector التخطيط والرقابة المالية في القطاع المصرفي	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
BK03	Financial aspects of Islamic banks in the stock exchange الجوانب المالية للمصارف الإسلامية في بورصة الأوراق المالية	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
BK04	Comprehensive electronic banking services الخدمات البنكية الإلكترونية الشاملة	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Istanbul
BK05	Modern concepts in e-commerce and banking E-services المفاهيم الحديثة في التجارة الإلكترونية والخدمات المصرافية الإلكترونية	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Cairo
BK06	Banking Branches إدارة الفروع المصرافية	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
BK07	Insurance and risk management in the banking sector تأمين وإدارة الخطر في القطاع المصرفي	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
BK08	IFRS principles and the preparation of financial statements in the banking sector مبادئ IFRS وإعداد القوائم المالية في القطاع المصرفي	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Kuala Lumpur
BK09	Banking strategy and the development of customer service management skills استراتيجية الخدمة المصرافية وتنمية مهارات إدارة خدمة العملاء	5	23-Jun-24	27-Jun-24	Cairo
			15-Dec-24	19-Dec-24	Cairo
BK10	Investment in securities الاستثمار في الأوراق المالية	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul

## البنوك Banking

Code	Course	Duration	Start Date	End Date	Location
BK11	Letters of credit and letters of bank guarantee الإعتمادات المستندية وخطابات الضمان المصرفية	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Cairo
BK12	Documentary Credits - basic الإعتمادات المستندية - أساسي	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Cairo
BK13	Letters of credit - advanced الإعتمادات المستندية - متقدم	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Dubai
BK14	Accounting for Investments and management of investment funds المحاسبة عن الاستثمارات وإدارة صناديق الاستثمار	5	5-May-24	9-May-24	Cairo
			3-Oct-24	7-Oct-24	Cairo
BK15	Audit and Inspection in the banking sector المراجعة والتفتيش في قطاع المصارف	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
BK16	Basic transactions in Islamic finance المعاملات الأساسية في التمويل الإسلامي	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Cairo
BK17	Advanced transactions in Islamic finance المعاملات المتقدمة في التمويل الإسلامي	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Istanbul
BK18	Bogging managing credit and liquidity shortages إدارة التعرّض الإنثماني وحالات نقص السيولة	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
BK19	Management and treatment of bad debts إدارة ومعالجة الديون المتعثرة	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
BK20	Dealing in foreign currencies markets أسواق التعامل بالعملات الأجنبية	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Dubai

## البنوك Banking

Code	Course	Duration	Start Date	End Date	Location
BK21	Governance Forum in the banking sector Governance تطبيقات الحوكمة في القطاع المصرفي	5	23-Jun-24	27-Jun-24	Cairo
			15-Dec-24	19-Dec-24	Cairo
BK22	Development Cashiers Skills تنمية مهارات الصرافين	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Cairo
BK23	Develop The Skills And Behaviors of Employees Al-tler تنمية مهارات وسلوكيات موظفى التلار	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Istanbul
BK24	Support The Banking Risk Management Skills دعم مهارات إدارة المخاطر المصرفية	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Dubai
BK25	Skills of preparing and presenting financial reports in banks مهارات إعداد وعرض التقارير المالية في المصارف	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Cairo
BK26	Restructuring own SME loans هيكلة القروض الخاصة بالمنشآت الصغيرة والمتوسطة	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Cairo

## الاتصال Communication

Code	Course	Duration	Start Date	End Date	Location
CO01	Communication & Interpersonal Skills مهارات الاتصال والتواصل	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
CO02	Effective Communication Skills مهارات الاتصال الفعال	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
CO03	Communication & Negotiation Skills مهارات الاتصال والتفاوض	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
CO04	Effective Presentation Skills مهارات العرض الفعال	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
CO05	Negotiation for Results التفاوض لتحقيق نتائج جيدة	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Istanbul
CO06	Petroleum Legal Negotiation التفاوض بشأن الجوانب القانونية في صناعة البترول	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
CO07	Business Reports Writing Skills مهارات كتابة التقارير في مجال الأعمال	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Dubai
CO08	Crisis Communication Skills مهارات الاتصال في الأزمات	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Kuala Lumpur
CO09	The Art of Dealing with Others فن التعامل مع الآخرين	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
CO10	Business Presentation Skills مهارات العرض في مجال الأعمال	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Dubai
CO11	Communication & Leadership القيادة والتواصل	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
CO12	Body Language Training & Non-Verbal Communication لغة الجسد والتواصل غير اللفظي	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Kuala Lumpur

## General Management

### ادارة عامة

Code	Course	Duration	Start Date	End Date	Location
GM01	Business Continuity Management (BCM) ادارة استمرارية العمل	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
GM02	Business Excellence Model (BEM) نموذج تميز المنشآت	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
GM03	Change Management ادارة التغيير	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
GM04	Contemporary Management الادارة المعاصرة	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Dubai
GM05	Crisis Management ادارة الأزمات	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
GM06	Developing Managerial Competency تطوير الجدارات الإدارية	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
GM07	Developing Managerial Skills for Supervisors تطوير المهارات الإدارية للمشرفين	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Dubai
GM08	Improving Managerial Effectiveness تحسين الفعالية الإدارية	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
GM09	Managing Stress and Pressure at Work ادارة الضغوط في بيئة العمل	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
GM10	Management Practices for Petroleum Industry Executives الممارسات الإدارية لل التنفيذيين في صناعة البترول	5	28-Apr-24	2-Feb-24	Cairo
			27-Oct-24	31-Oct-24	Cairo

## General Management

### ادارة عامة

Code	Course	Duration	Start Date	End Date	Location
GM11	Manager Coaching, Counseling & Mentoring Skills مهارات الاستشارات والإرشاد والتبني المهني للمديرين	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Cairo
GM12	Managerial Skills for New Managers المهارات الإدارية للمديرين الجدد	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Istanbul
GM13	Self Directed Work Teams-(SDWT) (Workshop) فرق العمل ذاتية الإدارة - ورشة عمل	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Nov-24	Cairo
GM14	Successfully Managing People الإدارة الناجحة للبشر	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Dubai
GM15	Time Management ادارة الوقت	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-24	5-Dec-24	Dubai
GM16	Stress Management & Positive Energy التحكم بالضغط والطاقة الابيجانية	5	14-Jan-24	18-Jan-24	Cairo
			14-Jul-24	18-Jul-24	Cairo
GM17	Effectively Create Goals and Set Priorities فعال ترتيب الأولويات وتحقيق الأهداف بشكل	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Dubai
GM18	Developing Work Methods تطوير طرق العمل	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Cairo
GM19	The Seven Habits of Highly effective People العادات السبع للفرد الأكثر فعالية	5	21-Apr-24	25-Apr-24	Cairo
			6-Oct-24	6-Oct-24	Dubai
GM20	Innovation & Creativity in Workplace الابداع والابتكار في بيئة العمل	5	19-May-24	23-May-24	Cairo
			17-Nov-24	21-Nov-24	Dubai

## Hospital Management

### ادارة المستشفيات

Code	Course	Duration	Start Date	End Date	Location
HO01	مبادئ ادارة المستشفيات والمراکز الصحية	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
HO02	النظم الحديثة في إدارة و تطوير الخدمات الصحية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Kuala Lumpur
HO03	تنمية وتطوير مهارات السكرتارية الطبية	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
HO04	الإتجاهات الحديثة في إدارة وتنظيم المستشفيات	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Cairo
HO05	تنمية المهارات الإشرافية للأطباء	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
HO06	التعامل مع الضغوط واتخاذ القرارات في البيئة الاستشفائية	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
HO07	تنمية مهارات الاصنافى الاجتماعى الاكلينيكي	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Istanbul
HO08	إجراءات التأمين الصحي وكيفية التعامل معها	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
HO09	أساسيات التمريض العام	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
HO10	مبادئ وأسس الصحة العامة والإسعافات الأولية	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Kuala Lumpur
HO11	المهارات المتقدمة في الإسعافات الأولية	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Kuala Lumpur
HO12	نظام ضمان الجودة في المستشفيات	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Dubai

## Hospital Management

### ادارة المستشفيات

Code	Course	Duration	Start Date	End Date	Location
HO13	ادارة الجودة الشاملة في الخدمات الصحية	5	14-Apr-24	18-Apr-24	Istanbul
			6-Oct-24	10-Oct-24	Cairo
HO14	اعداد مراجع داخلى لنظم سلامة الغذاء بالمستشفيات	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
HO15	ادارة السجلات الطبية	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
HO16	تخطيط أعمال المستشفيات	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Istanbul
HO17	الاداء المتوازن لمؤسسات الرعاية الصحية والمستشفيات	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Dubai
HO18	تسويق الخدمات الصحية وأثره في تعزيز التنافسية في المستشفيات	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Dubai
HO19	تطوير الهياكل التنظيمية والوصف الوظيفي للمستشفيات	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Kuala Lumpur
HO20	تخطيط السلامة والصحة والبيئة لحماية المنشآت الصناعية الطبية	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
HO21	مقاييس الحماية من المخاطر في المختبرات والمعامل الكيماوية	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Kuala Lumpur
HO22	النفايات الطبية والمواد الخطرة وطرق الوقاية الصحية منها	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo

## Human Resources Management

### ادارة الموارد البشرية

Code	Course	Duration	Start Date	End Date	Location
HR01	HR Recruitment Specialist لخصائي توظيف الموارد البشرية	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
HR02	HR Auditor مدقق الموارد البشرية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
HR03	Managing Effective Training and Development Function ادارة الوظيفة الفعالة للتدريب والتطوير	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Kuala Lumpur
HR04	Training Design & Delivery Skills مهارات تصميم وتنفيذ التدريب	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
HR05	New Trends in HRM الاتجاهات الحديثة في إدارة الموارد البشرية	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
HR06	Return On Investment in Training العائد على الاستثمار في التدريب	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
HR07	New Trends in Personnel Affairs الاتجاهات الحديثة لشئون الموظفين	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Istanbul
HR08	Training Needs Analysis تحليل الاحتياجات التدريبية	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
HR09	Training of Trainers (TOT) تدريب المدربين	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
HR10	Introduction to Competency-Based Systems Workshop مقدمة لنظم العمل على أساس الجدارات - ورشة عمل	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Kuala Lumpur

## Human Resources Management

### ادارة الموارد البشرية

Code	Course	Duration	Start Date	End Date	Location
HR11	Organizational Structure & Effective Performance Planning الهيكل التنظيمي وخطط الأداء الفعال	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Cairo
HR12	Developing Performance Management System تطوير نظم إدارة الأداء	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Kuala Lumpur
HR13	Coaching & Counseling for Enhanced Performance التبني المهني وتقديم الاستشارات بغرض رفع الأداء	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
HR14	New Aspects in HRD الاتجاهات الحديثة في تنمية الموارد البشرية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
HR15	Key Performance Indicator -KPI مؤشرات قياس الأداء	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
HR16	Strategic Human Resource Management الادارة الاستراتيجية للموارد البشرية	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Istanbul

## التأمين Insurance

Code	Course	Duration	Start Date	End Date	Location
IN01	Finance in Insurance Companies التمويل في شركات التأمين	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
IN02	Fraud in Insurance Companies Using Computer الإحتيال في شركات التأمين باستخدام الحاسوب الآلي	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
IN03	Management and Accounting of Health Insurance ادارة ومحاسبة التأمين الصحي	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Dubai
IN04	Insurance of Oil institutions تأمين المنشآت النفطية	5	21-Apr-24	25-Apr-24	Dubai
			20-Oct-24	24-Oct-24	Cairo
IN05	Modern Methods in Insurance Compensation Management الأساليب الحديثة في إدارة التعويضات التأمينية	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
IN06	Solidarity Insurance and Making Insurance Contracts التأمين التكافلي وإبرام عقود التأمين	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Kuala Lumpur
IN07	Management and Collecting Insurance Premiums ادارة وتحصيل الاشتراكات التأمينية	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Dubai
IN08	Customer Relationship Management for insurance sector ادارة علاقات العملاء في قطاع التأمين	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
IN09	Terms of Arbitration and Arrangement of Insurance Arguments شروط التحكيم وتسويه منازعات التأمين	5	17-Mar-24	21-Mar-24	Dubai
			15-Sep-24	19-Sep-24	Cairo
IN10	General insurances (Fire - Engineering - General Accidents - Allied risks) التأمينات العامة (الحرق - الهندسي - الحوادث العامة - الأخطار الحليفية)	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Kuala Lumpur

## التأمين Insurance

Code	Course	Duration	Start Date	End Date	Location
IN11	Marketing of health insurance services تسويق خدمات التأمين الصحي	5	26-May-24	30-May-24	Istanbul
			24-Nov-24	28-Nov-24	Cairo
IN12	Engineering insurance coverage (Issuance Compensation) تغطيات التأمين الهندسي (اصدار - تعويضات)	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Istanbul
IN13	Insurance and Reinsurance التأمين وإعادة التأمين	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
IN14	Risk Management for Social Insurance إدارة المخاطر في التأمينات الاجتماعية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
IN15	Analysis and Conclusion of Insurance Contracts تحليل وإبرام عقود التأمين	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Kuala Lumpur
IN16	Civil liability Insurance - Advanced تأمين المسؤولية المدنية - المتقدمة	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
IN17	Vehicle insurance تأمين المركبات	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
IN18	Bank Insurance التأمين المصرفي	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
IN19	Life insurance contracts (Individual – group) عقود تأمينات الحياة (فردي - جماعي)	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Kuala Lumpur
IN20	Insurance Coverage for Telecommunications Companies الأغطية التأمينية لشركات الاتصالات	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
IN21	Quality Systems in Insurance Companies ISO 9001 نظم الجودة بشركات التأمين ISO 9001	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo

## التأمين Insurance

Code	Course	Duration	Start Date	End Date	Location
IN22	Basics of marketing and insurance selling (Insurance Services Marketing) أساسيات التسويق والبيع التأميني (تسويق خدمات التأمين)	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo
IN23	Insurance Documents of Professional Responsibilities وثائق تأمين المسؤوليات المهنية	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
IN24	Social Insurances - Practical Applications in Both Public and Private Sectors التأمينات الاجتماعية تطبيقات عملية في القطاعين العام والخاص	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
IN25	Automobile insurance risks (compulsory and universal) مخاطر تأمين السيارات (الإلزامي والشامل)	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
IN26	Management and Arrangement of Insurance Claims إدارة وتسويقة المطالبات التأمينية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
IN27	Contractor Equipments and Machines Insurance تأمين آلات ومعدات المقاول	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
IN28	Risk Concept in Insurance Companies مفهوم المخاطر عند شركات التأمين	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
IN29	Supervision and Control Systems in Insurance Sector نظم الإشراف والرقابة على قطاع التأمين	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo

## القيادة Leadership

Code	Course	Duration	Start Date	End Date	Location
LD01	Coaching as a Strategic Tool for Leadership الإرشاد كأداة إستراتيجية للقيادة	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Kuala Lumpur
LD02	Creativity, Leadership and Organizational Excellence الابداع والتميز القيادي والتنظيمي	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
LD03	Mastering Change انقاذ التغيير	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Cairo
LD04	Motivation: Skills Needed to Success التحفيز : مهارات مطلوبة للنجاح	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
LD05	Situational Leadership القيادة الموقفية	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
LD06	Developing Behavioral & Leadership Skills for Managers تطوير المهارات السلوكية والقيادية للمديرين	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Kuala Lumpur
LD07	Performance Based Leadership القيادة على أساس الأداء	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
LD08	The Balanced Scorecard بطاقة القياس المتوازن للأداء	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
LD09	TQM and Effective Leadership إدارة الجودة الشاملة والقيادة الفعالة	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Istanbul

## القيادة Leadership

Code	Course	Duration	Start Date	End Date	Location
LD10	From an Operational Manager to a Strategic Leader من المدير التشغيلي إلى المدير الاستراتيجي	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Dubai
LD11	Strategic Management and Financial Planning الادارة الاستراتيجية والتخطيط المالي	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Cairo
LD12	Team Leadership قيادة فرق العمل	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Kuala Lumpur
LD13	Strategic Planning for Optimum Results التخطيط الاستراتيجي بغرض تحقيق النتائج المثلى	5	14-Apr-24	18-Apr-24	Cairo
			6-Oct-24	10-Oct-24	Dubai
LD14	Strategic Thinking & Business Planning التفكير الاستراتيجي و التخطيط الأعمال	5	5-May-24	9-May-24	Cairo
			3-Nov-24	7-Nov-24	Cairo
LD15	Team Working العمل الجماعي	5	2-Jun-24	6-Jun-24	Cairo
			1-Dec-23	5-Dec-24	Dubai
LD16	Analytical/Conceptual Thinking التفكير التحليلي التصورى	5	14-Jan-24	18- Jan-24	Cairo
			14-Jul-24	18- Jul-24	Dubai
LD17	Leadership and Management Skills of the Contemporary Manager المهارات القيادية والإدارية للمدير المعاصر	5	11-Feb-24	15-Feb-24	Istanbul
			11-Aug-24	15-Aug-24	Cairo
LD18	Problem Solving & Decision Making تشخيص المشكلات وتحليل السبب واتخاذ القرارات	5	10-Mar-24	14-Mar-24	Dubai
			8-Sep-24	12-Sep-24	Cairo

## قانون Law

Code	Course	Duration	Start Date	End Date	Location
LW01	اختصاصات الإدارات القانونية	5	7-Jan-24	11-Jan-24	Istanbul
			7-Jul-24	11-Jul-24	Cairo
LW02	دور الإدارات القانونية في مجال التحكيم	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Istanbul
LW03	دور الإدارات القانونية في مجال التحقيق	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
LW04	مهارات صياغة العقود لأعضاء الإدارات القانونية	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Cairo
LW05	إعداد مذكرات الدفاع في القضايا	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
LW06	الاتفاقيات والعقود الدولية	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Kuala Lumpur
LW07	عقد الـ BOT	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
LW08	عقود التأجير والتشغيل	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Dubai
LW09	إدارة عقد الفيديك وعقود المقاولات	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
LW10	فن الدفاع في القضايا	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo

## قانون Law

Code	Course	Duration	Start Date	End Date	Location
LW11	تنمية المهارات المتكاملة في الشؤون القانونية	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
LW12	القانون الإداري	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Cairo
LW13	تنمية مهارات صياغة النظم واللوائح القانونية و القرارات الإدارية	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Istanbul
LW14	الاعتمادات المستندية وخطابات الضمان	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo

## التسويق Marketing

Code	Course	Duration	Start Date	End Date	Location
MS01	E-Marketing & Social Media التسويق الإلكتروني ووسائل التواصل الاجتماعي	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
MS02	Quality Customer Services الخدمة المتميزة للعملاء	5	4-Feb-24	8-Feb-24	Dubai
			4-Aug-24	8-Aug-24	Cairo
MS03	Quality Customer Service for Supervisors and Managers الخدمة المتميزة للعملاء - لمستوى المشرفين والمديرين	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Istanbul
MS04	Marketing Database & Market Research قاعدة بيانات التسويق وأبحاث التسويق	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
MS05	Marketing Strategies and Planning إستراتيجيات وخطط التسويق	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Kuala Lumpur
MS06	Sales Management إدارة المبيعات	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
MS07	The Strategic Sales Plan التخطيط الاستراتيجي للمبيعات	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Istanbul
MS08	Digital Marketing Workshop ورشة عمل في التسويق الرقمي	5	18-Feb-24	22-Feb-24	Dubai
			18-Aug-24	22-Aug-24	Cairo

## Office Management & Public Relations

### ادارة المكاتب والعلاقات العامة

Code	Course	Duration	Start Date	End Date	Location
OP01	Advanced Office management & Effective Management Skills الإدارة المتقدمة للمكاتب والمهارات الإدارية الفعالة - متقدم	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
OP02	Archiving and Filing الأرشفة وإعداد وترتيب الملفات	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
OP03	Effective Administration Skills for Executive Secretaries مهارات الإدارة الفعالة لسكرتارية التنفيذية	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Istanbul
OP04	Electronic Archiving Management: Road To Digitalization إدارة الأرشفة الإلكترونية: الطريق إلى الرقمنة	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
OP05	Organizing & Managing Meetings تنظيم وإدارة الاجتماعات	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Cairo
OP06	Public Relations Management ادارة العلاقات العامة	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
OP07	Contemporary Approaches to Public Relations & Objective Media مناهج معاصرة للعلاقات العامة والإعلام الموضوعي	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
OP08	Events & Conferences Management ادارة الفعاليات والمؤتمرات	5	18-Feb-24	22-Feb-24	Dubai
			18-Aug-24	22-Aug-24	Cairo
OP09	Mastering Business Etiquette and Protocol إنقان فنون этиكيت والبروتوكول في الأعمال	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Istanbul

## Purchasing, Inventory & Contracting

### المشتريات والمخازن والعقود

Code	Course	Duration	Start Date	End Date	Location
PI01	Advanced Contracts & Purchasing Tenders Management Workshop ورشة عمل متقدمة عن إدارة العقود ومناقصات الشراء	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
PI02	INCOTERMS شروط التجارة الدولية	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Kuala Lumpur
PI03	Introduction in Practical Buying مقدمة في الممارسات العملية للشراء	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Cairo
PI04	Inventory Management إدارة المخزون	5	21-Apr-24	25-Apr-24	Dubai
			20-Oct-24	24-Oct-24	Dubai
PI05	Logistics and Liaison Administration in Oil Field ادارة اللوجستيات في الحقول النفطية	5	12-May-24	16-May-24	Istanbul
			10-Nov-24	14-Nov-24	Cairo
PI06	Methods of Materials Storing and their Classification طرق تصنيف وتخزين المواد	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
PI07	Purchasing Management ادارة المشتريات	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
PI08	Services Contracts and Their Execution إعداد وتنفيذ عقود الخدمات	5	18-Feb-24	22-Feb-24	Istanbul
			18-Aug-24	22-Aug-24	Cairo
PI09	Supply Chain Management ادارة سلسلة التوريد	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Dubai
PI10	Advanced Contracts Management ادارة العقود - متقدم	5	28-Apr-24	2-May-24	Cairo
			27-Oct-24	31-Oct-24	Cairo

## Purchasing, Inventory & Contracting

### المشتريات والمخازن والعقود

Code	Course	Duration	Start Date	End Date	Location
PI11	Contract Writing, Planning & Management كتابة وتنظيم وإدارة العقود	5	26-May-24	30-May-24	Cairo
			24-Nov-24	28-Nov-24	Dubai
PI12	Managing Tenders, Specifications & Contracts تحديد المعاصفات وإدارة المناقصات والعقود	5	30-Jun-24	4-Jul-24	Cairo
			22-Dec-24	26-Dec-24	Dubai
PI13	Project Procurement & Contract Management تببير احتياجات المشروعات وإدارة العقود	5	7-Jan-24	11-Jan-24	Dubai
			7-Jul-24	11-Jul-24	Cairo
PI14	Legal Aspects of Contracts & the Errors الجوانب القانونية في العقود والأخطاء المرتبطة بها	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Cairo
PI15	Contract Planning Strategy & Claims استراتيجية تخطيط العقود والمطالبات	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Istanbul
PI16	Commercial Contracts Management إدارة العقود التجارية	5	21-Apr-24	25-Apr-24	Cairo
			20-Oct-24	24-Oct-24	Dubai
PI17	Fraud In Purchasing & Contracts الغش والتلاعب في عمليات الشراء والعقود	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Kuala Lumpur
PI18	Tender Evaluation & Contracts Preparation تقييم العروض وإعداد العقود	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Cairo
PI19	Contracts Reading & Writing كتابة وقراءة العقود	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo
PI20	Effective Purchasing Tendering & Supplier Selection الشراء الفعال واختيار الموردين	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Kuala Lumpur

## Purchasing, Inventory & Contracting

### المشتريات والمخازن والعقود

Code	Course	Duration	Start Date	End Date	Location
PI21	Contract Management ادارة العقود	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Cairo
PI22	Contracts Claims & Disputes تسوية المطالبات والنزاعات عند تنفيذ العقود	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Istanbul
PI23	Contracts Structures صياغة النماذج المختلفة من العقود	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Cairo
PI24	Tender Management & Contract Award ادارة العروض المقدمة والترسيبة	5	24-Mar-24	28-Mar-24	Cairo
			22-Sep-24	26-Sep-24	Dubai
PI25	Service Contracts عقود الخدمات	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
PI26	Ship Sale and Purchase شراء وبيع السفن	5	4-Feb-24	8-Feb-24	Istanbul
			4-Aug-24	8-Aug-24	Cairo
PI27	Logistics and Multi Modal Transport اللوجستيات ووسائل النقل متعددة النماذج	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai

# Project Management

## إدارة المشروعات

Code	Course	Duration	Start Date	End Date	Location
PM01	Improving your Project Management Skills: The Basics for Success تحسين مهاراتك في إدارة المشروعات - أساس النجاح	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
PM02	Project Monitoring & Control رقابة ومتابعة المشروعات	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
PM03	IT Project Management إدارة مشروعات تكنولوجيا المعلومات	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5- Sep-24	Dubai
PM04	Project Management: From Idea to Implementation & Beyond إدارة المشروعات : من الفكرة إلى التنفيذ وما بعده	5	14-Jan-24	18- Jan-24	Cairo
			14-Jul-24	18- Jul-24	Dubai
PM05	Cost Estimation تقدير التكاليف	5	11-Feb-24	15-Feb-24	Cairo
			11-Aug-24	15-Aug-24	Cairo
PM06	Feasibility Study دراسة الجدوى	5	10-Mar-24	14-Mar-24	Cairo
			8-Sep-24	12-Sep-24	Dubai
PM07	Financing Energy Projects تمويل مشروعات الطاقة	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo
PM08	Project Manager's Guide دليل مدير المشروع	5	18-Feb-24	22-Feb-24	Cairo
			18-Aug-24	22-Aug-24	Cairo
PM09	Technical Specifications & Evaluating Proposals تحديد الشروط والمواصفات وتقدير العروض	5	17-Mar-24	21-Mar-24	Cairo
			15-Sep-24	19-Sep-24	Istanbul
PM10	Advanced Capital Project Evaluation & Decision Making تقييم المشروعات القرارات واتخاذ القرارات بشأنها - متقدم	5	28-Jan-24	1-Feb-24	Cairo
			28-Jul-24	1-Aug-24	Dubai

## Project Management

### إدارة المشروعات

Code	Course	Duration	Start Date	End Date	Location
PM11	Negotiating & Dispute Resolutions التفاوض وحل المنازعات	5	25-Feb-24	29-Feb-24	Cairo
			25-Aug-24	29-Aug-24	Dubai
PM12	Economic & Technical Evaluations in Engineering & Maintenance Projects التقييم الاقتصادي والفني لمشروعات الصيانة الهندسية	5	24-Mar-24	28-Mar-24	Istanbul
			22-Sep-24	26-Sep-24	Cairo
PM13	Technical Project Management إدارة المشروعات الفنية	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Dubai
PM14	Advanced Project Management إدارة المشروعات - متقدم	5	4-Feb-24	8-Feb-24	Cairo
			4-Aug-24	8-Aug-24	Dubai
PM15	Projects Integration in Operating Plants تكامل المشروعات في معامل التشغيل	5	3-Mar-24	7-Mar-24	Cairo
			1-Sep-24	5-Sep-24	Dubai
PM16	Disaster Recovery Plans خطط مواجهة الكوارث	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Dubai
PM17	Risk Management in Projects إدارة المخاطر في المشروعات	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Istanbul
PM18	Project Management in High Risk Area إدارة المشروعات في المناطق عالية الخطورة	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Dubai
PM19	Project Planning, Scheduling & Cost Control تخطيط وجدولة ومراقبة المشاريع	5	21-Jan-24	25-Jan-24	Dubai
			21-Jul-24	25-Jul-24	Cairo

## Quality Management

### ادارة الجودة

Code	Course	Duration	Start Date	End Date	Location
QM01	Advanced Concepts in Total Quality Management المفاهيم المتقدمة في إدارة الجودة الشاملة	5	7-Jan-24	11-Jan-24	Cairo
			7-Jul-24	11-Jul-24	Cairo
QM02	Quality Control and Free Market Requirements الرقابة على الجودة ومتطلبات سوق الاقتصاد الحر	5	4-Feb-24	8-Feb-24	Dubai
			4-Aug-24	8-Aug-24	Cairo
QM03	Quality Management ادارة الجودة	5	3-Mar-24	7-Mar-24	Istanbul
			1-Sep-24	5-Sep-24	Cairo
QM04	Quality Control 7 Tools أدوات الجودة السبعة	5	21-Apr-24	25-Apr-24	Cairo
			13-Oct-24	17-Oct-24	Dubai
QM05	Quality Strategy & Planning استراتيجية الجودة والتخطيط	5	12-May-24	16-May-24	Cairo
			10-Nov-24	14-Nov-24	Dubai
QM06	Six Sigma الستة سيجما	5	9-Jun-24	13-Jun-24	Cairo
			8-Dec-24	12-Dec-24	Istanbul
QM07	Six Sigma Yellow Belt الحزام الأصفر في ساداسية سيجما	5	21-Jan-24	25-Jan-24	Cairo
			21-Jul-24	25-Jul-24	Cairo



«Training is not a waste of money, it's an investment, not only for the employer or the company, but for the nation as a whole»

47 Abd Al Razak Al Sanhouri St., Nasr City, Cairo, Egypt  
Tel : +202 22712256 +202 22712257 +202 22712261  
Fax: +202 22712259  
[www.intex-eg.com](http://www.intex-eg.com)  
[info@intex-eg.com](mailto:info@intex-eg.com)