

INTERNATIONAL TRAINING INSTITUTE

& CONSULTANCY (ITIC)

2025 JANUARY TO JUNE TRAINING

CALENDAR

EMAIL: <u>director@iticafrica.org</u>, <u>iticghana@gmail.com</u> WEBSITE: <u>www.iticafrica.org</u>

GENERAL MANAGEMENT AND ADMINISTRATION TRAINING COURSES

COURSE HIGHLIGHTS:

- All delegates will be given a Brand New Take Home Laptop or Samsung Galaxy Tablet and a pen drive at the first day of their training.
- There will be Benchmark / tour visit during our training programme.
- Our fees are also negotiable depending on the country chosen by trainee.
- In House Training for Groups of 7 or more delegates can be offered on request.
- Customized training / Courses with tailor made dates can also be arranged on request.

- We facilitate hotel reservation and airport pick and drop for all our clients on request.
- Training for longer duration are also available on request.
- Kindly note that training held in DUBAI, LONDON, CHINA, SOUTH AFRICA and any European country attract an additional administrative fee location cost on the tuition fees. Kindly contact our Administrative Office for this rate.

COURSE	COURSE TITLE	COURSE	COURSE SCHEDULE DATE	COURSE VENUE
CODE GMA01	DEVELOPING CORE SKILLS	DURATION 1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	FOR ADMINISTRATORSAND SECRETARIES		Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Man 07, Man 07, 14, Man	Accra-Ghana, Gambia, Manchester, Mauritius, Niserria
			Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-	Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
			27, Jun 23-Jul 04, Jun 30-Jul 11.	
GMA02	ADVANCED OFFICE MANAGEMENT & EFFECTIVE ADMINISTRATION SKILLS		Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar	Dubai, Kenya, Accra-Ghana, Gambia, Manchester, Mauritius, Nigeria,

		10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA03	CLIENT MANAGEMENT STRATEGIES FOR RETENTION & GROWTH	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun	Dubai, Kenya, Accra-Ghana, Gambia, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA04	SETTING PRIORITIES, TIME	30-Jul 11. Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT & STRESS REDUCTION	Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03, 14, Mar	Accra-Ghana, Gambia, Manchester, Mauritius, Niaenia
		Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14-	Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone.

		25, Apr 21-May 02, Apr	
		28-May 09, May 05-16,	Durban, Senegal,
		May 12-23, May 19-30,	Cameroon
		May 26-Jun 06, Jun 02-	
		13, Jun 09-20, Jun 16-	
		27, Jun 23-Jul 04, Jun	
		30-Jul 11.	
GMA05	MANAGEMENT AND	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	LEADERSHIP DEVELOPMENT	Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PROGRAMME	03, Feb 03-14, Feb 10-	Gambia,
		21, Feb 17-28, Feb 24-	Manchester,
		Mar 07, Mar 03-14, Mar	· Mauritius, Nigeria,
		10-21, Mar 17-28, Mar	Liberia, South
		24-Apr 04, Mar 31-Apr	Africa, Uganda,
		11, Apr 07-18, Apr 14-	Sierra Leone.
		25, Apr 21-May 02, Apr	China, London,
		28-May 09, May 05-16,	Durban, Senegal,
		May 12-23, May 19-30,	Cameroon
		May 26-Jun 06, Jun 02-	
		13, Jun 09-20, Jun 16-	
		27, Jun 23-Jul 04, Jun	
		30-Jul 11.	
GMA06	ESSENTIAL MANAGEMENT	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	SKILLS FOR	Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ADMINISTRATORS	03, Feb 03-14, Feb 10-	Gambia,
		21, Feb 17-28, Feb 24-	Manchester,
		Mar 07, Mar 03-14, Mar	Mauritius, Nigeria,
		10-21, Mar 17-28, Mar	Liberia, South
		24-Apr 04, Mar 31-Apr	Africa, Uganda,
		11, Apr 07-18, Apr 14-	Sierra Leone.
		25, Apr 21-May 02, Apr	China, London,
		28-May 09, May 05-16,	Durban, Senegal,
		May 12-23, May 19-30,	Cameroon

		May 26-Jun 06, Jun 02-	
		13, Jun 09-20, Jun 16-	
		27, Jun 23-Jul 04, Jun	
		30-Jul 11.	
GMA07	SHIPPING MANAGEMENT,	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	LEADERSHIP AND	Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	STRATEGY	03, Feb 03-14, Feb 10-	Gambia,
		21, Feb 17-28, Feb 24-	Manchester,
		Mar 07, Mar 03-14, Mar	Mauritius, Nigeria,
		10-21, Mar 17-28, Mar	Liberia, South
		24-Apr 04, Mar 31-Apr	Africa, Uganda,
		11, Apr 07-18, Apr 14-	Sierra Leone.
		25, Apr 21-May 02, Apr	China, London,
		28-May 09, May 05-16,	Durban, Senegal,
		May 12-23, May 19-30,	Cameroon
		May 26-Jun 06, Jun 02-	
		13, Jun 09-20, Jun 16-	
		27, Jun 23-Jul 04, Jun	
		30-Jul 11.	
GMA08	ADMINISTRATIVE	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	OPERATIONS AND	Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	COORDINATION	03, Feb 03-14, Feb 10-	Gambia,
		21, Feb 17-28, Feb 24-	Manchester,
		Mar 07, Mar 03-14, Mar	Mauritius, Nigeria,
		10-21, Mar 17-28, Mar	Liberia, South
		24-Apr 04, Mar 31-Apr	Africa, Uganda,
		11, Apr 07-18, Apr 14-	Sierra Leone.
		25, Apr 21-May 02, Apr	China, London,
		28-May 09, May 05-16,	Durban, Senegal,
		May 12-23, May 19-30,	Cameroon
		May 26-Jun 06, Jun 02-	
		13, Jun 09-20, Jun 16-	
		27, Jun 23-Jul 04, Jun	

			30-Jul 11.	
GMA09	IMPLEMENTATION OF		Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MODERN RECORD		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MANAGEMENT THROUGH		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Manchester,
	SHAREPOINT AND OFFICE		Mar 07, Mar 03-14, Mar	Mauritius, Nigeria,
	365		10-21, Mar 17-28, Mar	Liberia, South
			24-Apr 04, Mar 31-Apr	Africa, Uganda,
			11, Apr 07-18, Apr 14-	Sierra Leone.
			25, Apr 21-May 02, Apr	China, London,
			28-May 09, May 05-16,	Durban, Senegal,
			May 12-23, May 19-30,	Cameroon
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA10	STRATEGIC MANAGEMENT		Jan 06-17, Jan 13-24,	Dubai, Kenya,
	DEVELOPMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PROGRAMME AND		03, Feb 03-14, Feb 10-	Gambia,
	QUALITATIVE CUSTOMER		21, Feb 17-28, Feb 24-	Manchester,
	CARE		Mar 07, Mar 03-14, Mar	Mauritius, Nigeria,
			10-21, Mar 17-28, Mar	Liberia, South
			24-Apr 04, Mar 31-Apr	Africa, Uganda,
			11, Apr 07-18, Apr 14-	Sierra Leone.
			25, Apr 21-May 02, Apr	China, London,
			28-May 09, May 05-16,	Durban, Senegal,
			May 12-23, May 19-30,	Cameroon
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA11		1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	COMPUTER EXCEL FOR		Jan 20- 31, Jan 27-Feb	Accra-Ghana,

	EXECUTIVE ASSISTANT, PA'S		03, Feb 03-14, Feb 10-	Gambia,
	& SENIOR SECRETARIES		21, Feb 17–28, Feb 24–	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA12	OPERATIONAL RISK		Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MITIGATION		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA13	EFFECTIVE REPORT WRITING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	& COMPUTERIZED		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PRESENTATION SKILLS FOR		03, Feb 03-14, Feb 10-	Gambia,
	EXECUTIVE ASSISTANTS,		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	SECRETARIES, & PA'S		Mar 07, Mar 03-14, Mar	Liberia, South

			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA14	FINANCE & ACCOUNTING		Jan 06-17, Jan 13-24,	
	FOR		Jan 20- 31, Jan 27-Feb	
	OFFICE ADMINISTRATORS &		03, Feb 03-14, Feb 10-	
	SECRETARIES		21, Feb 17–28, Feb 24–	
			Mar 07, Mar 03-14, Mar	
			10-21, Mar 17-28, Mar	
			24-Apr 04, Mar 31-Apr	
			11, Apr 07-18, Apr 14-	
			25, Apr 21-May 02, Apr	
			28-May 09, May 05-16,	
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA15	MANAGEMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	DEVELOPMENT &		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PERFORMANCE		03, Feb 03-14, Feb 10-	Gambia,
	ENHANCEMENT SKILLS FOR		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	EXECUTIVE ASSISTANTS,		Mar 07, Mar 03-14, Mar	Liberia, South
	ADMINISTRATORS & PA'S		10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,

			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA16	EFFECTIVE SERVICE	1–2 Weeks		Dubai, Kenya,
	DELIVERY, SPEECH WRITING		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	AND SPEECH MAKING FOR		03, Feb 03-14, Feb 10-	Gambia,
	PA'S & EXECUTIVE		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	ASSISTANT		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA17	SENIOR MANAGEMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	SKILLS WORKSHOP:		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ACHIEVING BEST		03, Feb 03-14, Feb 10-	Gambia,
	PERFORMANCE IN THE		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	PRIVATE AND PUBLIC		Mar 07, Mar 03-14, Mar	Liberia, South
	SECTORS		10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	

May 26-Jun 06, Jun 02- 13, Jun 04-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.May 26-Jun 06, Jun 02- 13, Jun 04-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA18STRATEGIC PLANNING, BOARD RESOLUTION TRACKING & MANAGEMENT FOR COMPANY SECRETARIES1-2 Weeks 102-31, Jan 27-FebMaintias, Nigeria, 103, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- 21, Feb 17-28, Feb 24- 21, Feb 17-28, Feb 24- 102-21, Mar 07-18, Apr 14- 21, Feb 17-28, Feb 24- 21, Apr 07-18, Apr 14- 21, Apr 07-18, Apr 14- 21, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 21, Jun 23-Jul 04, Jun 30-Jul 11.Ourban, Senegal, 26a-May 04, May 05-166, 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA19SENIOR MANAGEMENT PEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks 10-21, Mar 17-28, Feb 24- 13, Jun 04-20, Jun 16- 21, Jan 20-31, Jan 13-24, Jan 20-31, Jan 13-24, Jan 20-31, Jan 13-24, Jan 20-31, Jan 13-24, Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Feb 10- 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambi					
Image: strategic planning, geometry27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, Maritius, Nigeria, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr 28-May 09, May 05-16, 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, Iberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr 28-May 09, May 05-16, 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, Iberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr 28-May 09, May 05-16, 28-May 09, May 05-16, 28-May 09, May 05-16, 28-May 09, May 05-16, 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, CameroonGMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 VeeksJan 06-17, Jan 13-24, 24-Apr 04, Mar 31-Apr 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, CameroonGMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 VeeksJan 06-17, Jan 13-24, 24-Apr 04, Mar 31-Apr 21, Jeb 37-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 21, Feb 37-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 21, Feb 37-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 21, Feb 37-28, Feb 24- Mar 07, Mar 03-14, Mar 25, Apr 21-May 02, Apr 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr 24-Apr				May 26-Jun 06, Jun 02-	
Image: state s				13, Jun 09-20, Jun 16-	
GMA18STRATEGIC PLANNING, BOARD RESOLUTION TRACKING & MANAGEMENT FOR COMPANY SECRETARIES1-2 WeeksJan 20-31, Jan 27-Feb Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Nauritius, Nigeria, Liberia, SouthSECRETARIES				27, Jun 23-Jul 04, Jun	
BOARD RESOLUTION TRACKING & MANAGEMENT FOR COMPANY SECRETARIESJan 20-31, Jan 27-Feb (3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr Sierra Leone.Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South 25, Apr 21-May 02, Apr Durban, Senegal, CameroonGMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks I 1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Accra-Ghana, Gambia, Sierra Leone.GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks I 1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, G3, Feb 03-14, Feb 10- G3, Feb 03-14, Feb 10- Accra-Ghana, G3, Feb 03-14, Feb 10- Sierra Leone.Dubai, Kenya, Accra-Ghana, Gambia, Accra-Ghana, G3, Feb 03-14, Feb 10- Sierra Leone.Dubai, CameroonAfrica, Uganda, Sierra Leone, TECHNIQUES1-2 Weeks Accra-Ghana, G3, Feb 03-14, Feb 10- Accra-Ghana, G3, Feb 03-14, Feb 10- Accra-Ghana, Africa, Uganda, Sierra Leone.Dubai, Kenya, Accra-Ghana, Africa, Uganda, Sierra Leone.Africa, Uganda, Sierra Leone, II, Apr 07-18, Apr 14- Sierra Leone, II, Apr 07-18, Apr 14- Sierra Leone, II, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Sierra Leone, Aga 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-Durban, Senega				30-Jul 11.	
TRACKING & MANAGEMENT FOR COMPANY SECRETARIESO3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Gambia, Maria 13-24, Durban, Senegal, CameroonGMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb Acra-Ghana, 03, Feb 03-14, Feb 10- 21, Jan 77-28, Mar 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Acra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Acra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Acra-Ghana, CameroonDubai, Kenya, Acra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Acra-Ghana, Gambia, 21, Feb 17-28, Mar 21, Fiel 17-28, Mar 23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-Dubai, Lengen, Cameroon	GMA18	STRATEGIC PLANNING,	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
FOR COMPANY SECRETARIES21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Muritius, Nigeria, CameroonGMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks And 05-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Darban, Senegal, 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 06-17, Jan 13-24, Mauritius, Nigeria, Useria, Jan 20-31, Jan 27-Feb Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-Mauritius, Nigeria, Africa, Uganda, Cameroon		BOARD RESOLUTION		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
SECRETARIESMar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,24-Apr 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDurban, Senegal,28-May 09, May 05-16,May 12-23, May 19-30,May 26-Jun 06, Jun 02-13, Jun 09-20, Jun 16-27, Jun 23-Jul 04, Jun30-Jul 11.GMA19SENIOR MANAGEMENT1-2 WeeksJan 20-31, Jan 27-FebAccra-Ghana,03, Feb 03-14, Feb 10-Gambia,12, Feb 17-28, Feb 24-Mauritius, Nigeria,Mar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,24-Apr 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDubai, Kenya,Accra-Ghana,03, Feb 03-14, Feb 10-Gambia,21, Feb 17-28, Feb 24-Mar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,24-Apr 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDurban, Senegal,28-May 09, May 05-16,May 26-Jun 06, Jun 02-13, Jun 09-20, Jun 16-Cameroon		TRACKING & MANAGEMENT		03, Feb 03-14, Feb 10-	Gambia,
GMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks A serial condition Lange of the series of the		FOR COMPANY		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks A set of the set of		SECRETARIES		Mar 07, Mar 03-14, Mar	Liberia, South
III, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.China, London, Durban, Senegal, CameroonGMA19SENIOR MANAGEMENT PROGRAMME: MODERN TECHNIQUES1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprDubai, Nigeria, Liberia, South Africa, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, AprChina, London, Durban, Senegal, Cameroon				10-21, Mar 17-28, Mar	Africa, Uganda,
SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks AJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, CameroonGMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Accra-Ghana, Gambia, China, London, 25, Apr 21-May 02, Apr Sierra Leone. 11, Apr 07-18, Apr 14- Sierra Leone. China, London, China, Cameroon				24-Apr 04, Mar 31-Apr	Sierra Leone.
Amage of the second s				11, Apr 07-18, Apr 14-	China, London,
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 07, Mar 03-14, Mar Sierra Leone. 11, Apr 07-18, Apr 14- Sierra Leone. 11, Apr 07-18, Apr 14- Sierra Leone. China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-Dubai, Kenya, Accra-Ghana, Gambia, Cameroon				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 Weeks Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, G3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-				28-May 09, May 05-16,	Cameroon
Image: series of the series				May 12-23, May 19-30,	
Image: series of the series				May 26-Jun 06, Jun 02-	
GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 WeeksJan 20-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South 10-21, Mar 17-28, MarAfrica, Uganda, 24-Apr 04, Mar 31-AprSierra Leone. Sierra Leone. 11, Apr 07-18, Apr 14- Sierra Leone. China, London, 25, Apr 21-May 02, AprOurban, Senegal, CameroonAga 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-MarMar				13, Jun 09-20, Jun 16-	
GMA19SENIOR MANAGEMENT DEVELOPMENT PROGRAMME: MODERN TECHNIQUES1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South 10-21, Mar 17-28, Mar1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebMacra-Ghana, Gambia, Liberia, South Africa, Uganda, 25, Apr 21-May 02, Apr2-21, Mar 17-28, MarSierra Leone. Lina, London, 25, Apr 21-May 02, AprChina, London, Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-				27, Jun 23-Jul 04, Jun	
DEVELOPMENT PROGRAMME: MODERN TECHNIQUESJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarMauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-Carra-Ghana, Gambia,				30-Jul 11.	
PROGRAMME: MODERN TECHNIQUESO3, Feb O3-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar O7, Mar O3-14, MarGambia, Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarIIO-21, Mar O7, Mar O3-14, MarLiberia, South I0-21, Mar 17-28, MarAfrica, Uganda, Sierra Leone. I1, Apr O7-18, Apr 14-III <t< th=""><th>GMA19</th><th>SENIOR MANAGEMENT</th><th>1–2 Weeks</th><th>Jan 06-17, Jan 13-24,</th><th>Dubai, Kenya,</th></t<>	GMA19	SENIOR MANAGEMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
TECHNIQUES 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- Liberia, London,		DEVELOPMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- Iberia, Iondon,		PROGRAMME: MODERN		03, Feb 03-14, Feb 10-	Gambia,
10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 13, Jun 09-20, Jun 16-		TECHNIQUES		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- Sierra Leone.				Mar 07, Mar 03-14, Mar	Liberia, South
11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 13, Jun 09-20, Jun 16-				10-21, Mar 17-28, Mar	Africa, Uganda,
25, Apr 21-May O2, Apr Durban, Senegal, 28-May O9, May O5-16, Cameroon May 12-23, May 19-30, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16-				24-Apr 04, Mar 31-Apr	Sierra Leone.
28-May 09, May 05-16, Cameroon May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-				11, Apr 07-18, Apr 14-	China, London,
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16-				28-May 09, May 05-16,	Cameroon
13, Jun 09-20, Jun 16-				May 12-23, May 19-30,	
				May 26-Jun 06, Jun 02-	
27, Jun 23-Jul 04, Jun				13, Jun 09-20, Jun 16-	
				27, Jun 23-Jul 04, Jun	

			30-Jul 11.	
GMA20	PUBLIC & PRIVATE SECTOR	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
•	MANAGEMENT &		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ADMINISTRATION: MODERN		03, Feb 03-14, Feb 10-	Gambia,
	TECHNIQUES		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	•		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA21	ACCOUNTABILITY,	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	TRANSPARENCY AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ETHICS: ANTI- CORRUPTION		03, Feb 03-14, Feb 10-	Gambia,
	AND FRAUD PREVENTION		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	MANAGEMENT		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA22	NEGOTIATION SKILLS AND	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	INTERNATIONAL TRADE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,

MANAGEMENTO3, Feb O3-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Niger Mar O7, Mar O3-14, Mar Liberia, South 10-21, Mar 17-28, Mar 24-Apr O4, Mar 31-AprMauritius, Niger Liberia, South Africa, Uganda, 24-Apr O4, Mar 31-Apr24-Apr O4, Mar 31-Apr 25, Apr 21-May O2, Apr 28-May O9, May 05-16, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11.Outbai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- Gambia, Amaritius, NigerGMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 WeeksJan O6-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- Qambia, 21, Feb 17-28, Feb 24-Mauritius, Niger
GMA23STRATEGIC MANAGEMENT ADD CORPORATE GOVERNANCE1-2 Weeks ADD CORPORATE GOVERNANCE1-2 Weeks ADD CORPORATE ADD CORPORATE
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks GOVERNANCE1-2 Weeks STRATEG 12, Feb 17-28, Feb 24-Jan 20-31, Jan 27-Feb
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks GOVERNANCEJan 20- 31, Jan 27-Feb Jan 20, Feb 17-28, Feb 24-Sierra Leone.11, Apr 07-18, Apr 14-
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks AND CORPORATE GOVERNANCE1-2 Weeks AND CORPORATE GOVERNANCE11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.China, London, Durban, Senega CameroonGMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 Weeks Anno Corporate 20, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Jan 06-17, Jan 13-24, Accra-Ghana, Gambia, Mauritius, Niger
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks AND CORPORATE GOVERNANCEJan 20- 31, Jan 27-Feb 21, Feb 17-28, Feb 24-Durban, Senegal Cameroon25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Durban, Senegal CameroonGMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 Weeks 20, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Niger
GMA23 STRATEGIC MANAGEMENT 1-2 Weeks Jan 20- 31, Jan 27-Feb Dubai, Kenya, GOVERNANCE 03, Feb 03-14, Feb 10- Gambia, Mauritius, Niger
Amage 2-3, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.May 22-3, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, May 26-Jun 06, Jun 02- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 Weeks Image 20-31, Jan 27-Feb Image 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Mauritius, Niger
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks Image: Strate GovernanceJan 06-17, Jan 13-24, Image: Jan 20-31, Jan 27-Feb Image: Jan 20-31,
GMA23STRATEGIC MANAGEMENT GOVERNANCE1-2 Weeks AND CORPORATE GOVERNANCE1-2 Weeks And Corporate Dan 20- 31, Jan 27-Feb Dan 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Niger
GMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24-
GMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Mauritius, Niger
GMA23STRATEGIC MANAGEMENT AND CORPORATE GOVERNANCE1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Mauritius, Niger
AND CORPORATEJan 20- 31, Jan 27-FebAccra-Ghana,GOVERNANCEO3, Feb O3-14, Feb 10-Gambia,21, Feb 17-28, Feb 24-Mauritius, Niger
GOVERNANCEO3, Feb O3-14, Feb 10-Gambia,21, Feb 17-28, Feb 24-Mauritius, Niger
21, Feb 17–28, Feb 24– Mauritius, Niger
Mar 07, Mar 03–14, Mar Liberia, South
10–21, Mar 17–28, Mar Africa, Uganda,
24-Apr 04, Mar 31-Apr Sierra Leone.
11, Apr 07-18, Apr 14- China, London,
25, Apr 21-May 02, Apr Durban, Senega
28-May 09, May 05-16, Cameroon
May 12–23, May 19–30,
May 26-Jun 06, Jun 02-
13, Jun 09-20, Jun 16-
27, Jun 23-Jul 04, Jun
30-Jul 11.
GMA24 CREATING AND MANAGING 1-2 Weeks Jan 06-17, Jan 13-24, Dubai, Kenya,
HIGH PERFORMANCE TEAMS Jan 20-31, Jan 27-Feb Accra-Ghana,
IN THE PUBLIC AND 03, Feb 03-14, Feb 10- Gambia,
PRIVATE SECTORS 21, Feb 17-28, Feb 24-Mauritius, Niger
Mar 07, Mar 03–14, Mar Liberia, South

			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA25	STRATEGIC LEADERSHIP	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	DEVELOPMENT FOR WOMEN		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	IN MANAGEMENT		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA26	IMPACT: IMPROVING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	CAPACITY IN THE PUBLIC &		03, Feb 03-14, Feb 10-	Gambia,
	PRIVATE SECTOR		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
	1	1	• •	

			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA27	LEADING AND MANAGING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	CHANGE FOR		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ORGANISATIONAL		03, Feb 03-14, Feb 10-	Gambia,
	TRANSFORMATION		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA28	SUPERVISORY AND	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	OPERATIONS MANAGEMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	IN THE 21 ST CENTURY:		03, Feb 03-14, Feb 10-	Gambia,
	MODERN TECHNIQUES		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	

			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA29		1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	EFFECTIVE NEGOTIATION,		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	RECONCILIATION,		03, Feb 03-14, Feb 10-	Gambia,
	ARBITRATION AND		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	MEDIATION SKILLS		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA30	CREATING AND MANAGING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	HIGH PERFORMANCE TEAMS		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	IN THE PUBLIC & PRIVATE		03, Feb 03-14, Feb 10-	Gambia,
	SECTORS		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	

			30-Jul 11.	
GMA31	CUSTOMER PROFILING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
•••••	TECHNIQUES AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PROCEDURES		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA32	PENSION SCHEME	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	GOVERNANCE		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA33	MANAGING DIFFICULT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	PEOPLE THROUGH CHANGE:		Jan 20- 31, Jan 27-Feb	Accra-Ghana,

 ATTITUDE AND BEHAVIOR ATTITUDE AND AND AND AND AND AND AND AND AND AND					
Mar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,24-Apr 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDurban, Senegal,28-May 09, May 05-16,CameroonMay 12-23, May 14-30,May 26-Jun 06, Jun 02-13, Jun 09-20, Jun 16-27, Jun 23-Jul 04, Jun30-Jul 11.30-Jul 11.PROGRAMMEPROGRAMME1-2 WeeksJan 20-31, Jan 27-FebAccra-Ghana,Africa, Uganda,Sierra Leone.11, Apr 07-18, Apr 14-Dubai, Kenya,Accra-Ghana,30-Jul 11.COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 20-31, Jan 27-FebAccra-Ghana,Africa, Uganda,21, Feb 17-28, Feb 24-Marritius, Nigeria,10-21, Mar 17-28, MarLiberia, South10-21, Mar 17-28, MarJan 20-31, Jan 24, Pro 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDurban, Senegal,28-May 09, Mag 05-16,May 12-23, May 19-30,May 12-23, May 19-30,May 12-23, May 19-30,May 26-Jun 06, Jun 02-13, Jun 09-20, Jan 16-27, Jun 23-Jul 04, Jun30-Jul 11.GMA35COMMUNITY DRIVENDEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITYJan 20-31, Jan 27-FebAccra-Ghana,G3, Feb 03-14, Feb 10-G3, Feb 03-14, Feb 10-Gambia,Accra-Gh		ATTITUDE AND BEHAVIOR		03, Feb 03-14, Feb 10-	Gambia,
Africa, Uganda, Sierra Leone. China, London, 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, CameroonGMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- May 10-21, Mar 17-28, Mar 25, Apr 21-May 02, Apr Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Sierra Leone.Dubai, Kenya, Accra-Ghana, Gambia, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Feb 24- Mar 07, Mar 03-14, Mar Sierra Leone. China, London, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Sierra Leone.GMA35COMMUNITY DRIVEN PEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Siere 20-17, Jan 13-24, Jan 20-31, Jan 27-Feb Sierra Leone.Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Sierra Leone. China, London, Durban, Senegal, Cameroon				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
Amage: Second				Mar 07, Mar 03-14, Mar	Liberia, South
In Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 04, May 05-16, May 12-23, May 14-30, May 26-Jun 06, Jun 02- 13, Jun 04-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.China, London, Durban, Senegal, CameroonGMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprDubai, Kenya, Accra-Ghana, Africa, Uganda, Sierra Leone. I1, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr Durban, Senegal, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, CameroonDubai, Kenya, Accra-Ghana, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Accra-Ghana, Canero, Jan 20-31, Jan 27-Feb Accra-Ghana, CameroonDubai, Kenya, Accra-Ghana, Gambia, Mar 01-7, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Maritius, Nigeria, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Maritius, Nigeria, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Maritius, Nigeria, Maritius, Nigeria, Maritius, Nigeria, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Maritius, Nigeria, Maritius, Nigeria, Maritius, Nigeria, Maritius, Nigeria, Maritius, Nigeria, Maritius, Nigeria,				10-21, Mar 17-28, Mar	Africa, Uganda,
BarbonCommunity Development25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Durban, Senegal, CameroonGMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, Sierra Leone.GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Accea-Ghana, CameroonJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gameroon				24-Apr 04, Mar 31-Apr	Sierra Leone.
BarbonCommunity Driven Development: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks28 -May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA34CITTIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-F6BDubai, Kenya, Accra-Ghana, Gambia,GMA34CITTIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-F6BDubai, Kenya, Accra-Ghana, Gambia,GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-F6BDubai, Kenya, Accra-Ghana, Gambia, Za-27, Jun 23-Jul 04, Jun 30-Jul 11.				11, Apr 07-18, Apr 14-	China, London,
May 12–23, May 19–30, May 26–Jun O6, Jun O2– 13, Jun O9–20, Jun 16– 27, Jun 23–Jul O4, Jun 30–Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA34CITTIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1–2 WeeksJan 06–17, Jan 13–24, Jan 20–31, Jan 27–F6BDubai, Kenya, Accra-Ghana, Gambia, 03, Feb 03–14, Feb 10– 21, Feb 17–28, Feb 24- Mauritius, Nigeria, Liberia, South 10–21, Mar 17–28, Mar 10–21, Mar 17–28, Mar Sierra Leone. 11, Apr 07–18, Apr 14- Sierra Leone. 11, Apr 07–18, Apr 14- Or Jun Apr 04, Mar 31–Apr Or Jun 25, Apr 21–May 02, Apr Durban, Senegal, 28-May 09, May 05–16, May 26–Jun 06, Jun 02- 13, Jun 09–20, Jun 16- 27, Jun 23–Jul 04, Jun 30–Jul 11.Dubai, Kenya, Accra-Ghana, GameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY'1–2 Weeks An 06–17, Jan 13–24, Jan 20–31, Jan 27–F6b Jan 20–31, Jan 27–F6b Accra-Ghana, Gambia, Mauritius, Nigeria, Jan 20–31, Jan 27–F6bDubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Jan 20–31, Jan 27–F6b				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya,GMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, Africa, Uganda, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, GameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE1-2 Weeks Jan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Mauritius, Nigeria, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Jan 20-31, Jan 27-Feb				28-May 09, May 05-16,	Cameroon
In the second				May 12-23, May 19-30,	
Image: series of the series				May 26-Jun 06, Jun 02-	
GMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,PROGRAMME1-2 WeeksJan 06-17, Jan 27-FebAccra-Ghana, Gambia,PROGRAMME1-2 WeeksJan 20-31, Jan 27-FebAccra-Ghana, Cambia,PROGRAMME10-21, Feb 17-28, Feb 24- Har 07, Mar 03-14, MarMauritius, Nigeria, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprII. Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Jan 20-31, Jan 27-Feb				13, Jun 09-20, Jun 16-	
GMA34CITIZENS ENGAGEMENT & COMMUNITY DEVELOPMENT PROGRAMME1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprDubai, Kenya, Accra-Ghana, Gambia, Acra-Ghana, Gambia, Sierra Leone. 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Acra-Ghana, Gambia, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 06-17, Jan 13-24, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Sieria, Liberia, South Jan 20-31, Jan 27-Feb Jan 06-17, Jan 13-24, Musi, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria,				27, Jun 23-Jul 04, Jun	
COMMUNITY DEVELOPMENT PROGRAMMEJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,PROGRAMME03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24 Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-AprLiberia, South Africa, Uganda, Sierra Leone.11, Apr 07-18, Apr 14 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02 13, Jun 09-20, Jun 16 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, May 12-23, Feb 24GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Accra-Ghana, Tan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria,				30-Jul 11.	
PROGRAMMEO3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Gambia, Mauritius, Nigeria, Sierra Leone. Ourban, Senegal, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria, Mauritius, Nigeria,	GMA34	CITIZENS ENGAGEMENT &	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 21, Feb 17-28, Feb 24-Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb Jan 20-31, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 20-3		COMMUNITY DEVELOPMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks AfricaMar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Liberia, South Africa, Uganda, Sierra Leone.GMA35Community DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks 21, Feb 17-28, Feb 24-Jubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,		PROGRAMME		03, Feb 03-14, Feb 10-	Gambia,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks AJan 20-31, Jan 27-Feb 3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Jan 20-31, Jan 27-Feb 3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, CameroonGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Sierra 20-31, Jan 27-Feb Sierra 20-3				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks AJan 20- 31, Jan 27-Feb A, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Gambia, May rise, Nigeria,				Mar 07, Mar 03-14, Mar	Liberia, South
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks All serviceJan 06-17, Jan 13-24, (30, Feb 03-14, Feb 10- (21, Feb 17-28, Feb 24-)Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				10-21, Mar 17-28, Mar	Africa, Uganda,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				24-Apr 04, Mar 31-Apr	Sierra Leone.
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 20- 31, Jan 27-Feb 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				11, Apr 07-18, Apr 14-	China, London,
Amay 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Here Here AmageGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks AmageJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				25, Apr 21-May 02, Apr	Durban, Senegal,
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				28-May 09, May 05-16,	Cameroon
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Acrea Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution Solution SolutionDubai, Kenya, Accra-Ghana, Gambia, Solution Solution SolutionGMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Solution Solution Solution Solution Solution SolutionJan 20- 31, Jan 13-24, Solution Solution Solution Solution Solution SolutionDubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				May 12-23, May 19-30,	
Image: space s				May 26-Jun 06, Jun 02-	
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Jan 20- 31, Jan 27-Feb O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				13, Jun 09-20, Jun 16-	
GMA35COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY1-2 Weeks Jan 20-31, Jan 13-24, Jan 20-31, Jan 27-Feb O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,				27, Jun 23-Jul 04, Jun	
DEVELOPMENT: BUILDINGJan 20- 31, Jan 27-FebAccra-Ghana,EFFECTIVE LOCAL SERVICEO3, Feb 03-14, Feb 10-Gambia,THROUGH COMMUNITY21, Feb 17-28, Feb 24-Mauritius, Nigeria,				30-Jul 11.	
EFFECTIVE LOCAL SERVICE03, Feb 03-14, Feb 10-Gambia,THROUGH COMMUNITY21, Feb 17-28, Feb 24-Mauritius, Nigeria,	GMA35	COMMUNITY DRIVEN	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
THROUGH COMMUNITY 21, Feb 17–28, Feb 24– Mauritius, Nigeria,		DEVELOPMENT: BUILDING		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
		EFFECTIVE LOCAL SERVICE		03, Feb 03-14, Feb 10-	Gambia,
EMPOWERMENT Mar 07, Mar 03–14, Mar Liberia, South		THROUGH COMMUNITY		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
		EMPOWERMENT		Mar 07, Mar 03-14, Mar	Liberia, South

				A Cuine I have I h
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA36	EMERGENCY PLANNING,	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	DISASTER PREPAREDNESS		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	AND RECOVERY		03, Feb 03-14, Feb 10-	Gambia,
	MANAGEMENT		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA37	OFFICE PRACTICE	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ADMINISTRATION IN THE		03, Feb 03-14, Feb 10-	Gambia,
	PRIVATE & PUBLIC SECTOR		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
		1	• •	

SubscriptionSeries <th< th=""><th></th><th></th><th></th><th>I</th><th></th></th<>				I	
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Maki Kenya, Accra-Ghana, Gambia,GMA38SUCCESSION, CONTINGENCY PLANNING AND TALENT MANAGEMENT1-2 Weeks 1-2 WeeksJan 20-31, Jan 37-24, Jan 20-31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, 10-21, Mar 17-28, MarMauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks 1-2 WeeksJan 20-31, Jan 27-Feb (Acra -Ghana, 21, Feb 17-28, Feb 24- 10-21, Mar 17-28, MarMauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks 1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, 30-Jul 11.Dubai, Kenya, CameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks I -2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, IJ -2 WeeksDubai, Kenya, Accra-Ghana, CameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks I -2 Weeks I -2 WeeksJan 20-31, Jan 27-Feb Accra-Ghana, I -2 Weeks I Jan 20-31, Jan 27-Feb I Jan 20-31, Jan 27-Feb				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Jun 25, Apr 21-May 02, AprDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Durban, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Durban, Kenya, Accra-Ghana, Gambia, 24, Feb 21- 25, Apr 21-May 02, Apr 28-May 04, May 05-16, Gambia, 21, Feb 31-28, Feb 24- Man 05-14, Mar 10-21, Jan 27-18, Apr 14- China, London, 25, Feb 21-28, Feb 24- Mar 05-14, Feb 10- Sierra Leone.GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks A ProventionJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 02-11, Jan 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, 26, Jun 02- 13, Jun 02-31, Jan 27-Feb Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South Mar 07, Mar 03-14, Mar Liberia, South Liberia, South Mar 07, Mar 03-14, Mar Liberia, South Liberia, South Mar 07, Mar 03-14, Mar Liberia, South Liberia, South 				28-May 09, May 05-16,	Cameroon
Image: Subscription of the second s				May 12-23, May 19-30,	
GMA38SUCCESSION, CONTINGENCY PLANNING AND TALENT MANAGEMENTJ-2 WeeksJan 20-31, Jan 27-Feb Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Africa, Uganda, Sierra Leone. 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 15, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, GameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, 30, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, CameroonDubai, Kenya, Accra-Ghana, Gambia, CameronGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks Accra-Ghana, CaneroJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, Care-Ghana, Care-Ghana, Gambia, Care-Ghana, Care-Gh				May 26-Jun 06, Jun 02-	
Image: space s				13, Jun 09-20, Jun 16-	
GMA38SUCCESSION, CONTINGENCY PLANNING AND TALENT MANAGEMENT1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, I.Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, I.Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South I0-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, I.Feb 17-28, Feb 24- Adrica, Uganda, 24-Apr 04, Mar 31-AprDubai, Kenya, Accra-Ghana, Gambia, I.Feb 17-28, MarGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks I 1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, 30-Jul 11.Dubai, Kenya, Jan 20-31, Jan 27-Feb Accra-Ghana, Gambia, 30-Jul 14.GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks I 1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Jan 20-31, Jan 27-Feb Accra-Ghana, G3, Feb 03-14, Feb 10- Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South I0-21, Mar 17-28, Mar Acra-Ghana, G3, Feb 03-14, Feb 10- Sierra Leone. II, Apr 07-18, Apr 14- Liberia, South I0-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. II, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 04, May 05-16,Duban, Senegal, Cameroon				27, Jun 23-Jul 04, Jun	
 PLANNING AND TALENT MANAGEMENT Jan 20- 31, Jan 27-Feb Gambia, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South Id-21, Mar 17-28, Mar 10-21, Mar 17-28, Mar 4frica, Uganda, China, London, Star Leone. Apr 07-18, Apr 14- China, London, Apr 07-20, Jun 16- Cameroon Jun 09-20, Jun 16- Cameroon Jun 09-20, Jun 16- Cameroon Jun 09-20, Jun 16- Cameroon Jun 09-20, Jun 16- Cameroon Cameroon Apr 07-11, Jan 13-24, Mar 03, Feb 03-14, Feb 10- Gambia, Feb 17-28, Feb 24- Mauritius, Nigeria, Accra-Ghana, Feb 17-28, Feb 24- Mauritius, Nigeria, Apr 07, Mar 03-14, Mar Liberia, South Jun 20-31, Jan 27-Feb Accra-Ghana, Actra-Ghana, Apr 07, Mar 03-14, Mar Liberia, South Jun 20-1, Mar 17-28, Mar Africa, Uganda, Africa, Uganda, Africa, Uganda, Apr 07-18, Apr 14- China, London, Apr 07-18, Apr 04- China, London, Apr 0				30-Jul 11.	
MANAGEMENTO3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 5ierra Leone.Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks Africa, Uganda, 21, Feb 17-28, Feb 24- Mauritus, Nigeria, Mar 07, Mar 03-14, Mar 21, Feb 17-28, Feb 24- Mauritus, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 21, Feb 17-28, Feb 24- Mauritus, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Urban, Senegal, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Urban, Senegal, 26-Apr 04, Mar 31-AprDubai, Kenya, Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. China, London, 25, Apr 21-May 02, Apr Urban, Senegal, 28-May 09, May 05-16,Dubai, South China, London, 25, Apr 21-May 02, Apr Urban, Senegal, 28-May 09, May 05-16,	GMA38	SUCCESSION, CONTINGENCY	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Leves2-2 Leves Land Liberia, South Liberia, South Liberia, South Liberia, Liberia, South Liberia, Liberia, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, CameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Car, Jun 23-141 Department Car, Jun 23-14, Feb 10- Car, Jan 24-Apr 04, Mar 31-Apr Sierra Leone. China, London, Car, Schr 21-May 02, Apr Durban, Senegal, Car, Senegal,<		PLANNING AND TALENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks I 1-2 WeeksJan 20- 31, Jan 27-Feb I 1, Apr 07-18, Apr 14- III.Dubai, Kenya, III-2GMA39BRAINSTORMING, CREATIVE ITHINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks III.Jan 06-17, Jan 13-24, III.Dubai, Kenya, IIII.GMA39BRAINSTORMING, CREATIVE ITHINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks III.Jan 06-17, Jan 13-24, IIII.Dubai, Kenya, IIII.GMA39BRAINSTORMING, CREATIVE ITHINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks IIII.Jan 20-31, Jan 27-Feb IIII.Accra-Ghana, IIIIII.GMA39BRAINSTORMING, CREATIVE ITHINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII		MANAGEMENT		03, Feb 03-14, Feb 10-	Gambia,
 GMA39 BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING I -2 Weeks I -2 Weeks				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
 Sierra Leone. 11, Apr O7-18, Apr 14- China, London, 25, Apr 21-May O2, Apr Durban, Senegal, 28-May O9, May O5-16, May 12-23, May 19-30, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11. GMA39 BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING 1-2 Weeks Jan 20-31, Jan 27-Feb Accra-Ghana, 03, Feb 03-14, Feb 10- Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar O7, Mar O3-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr O4, Mar 31-Apr Sierra Leone. 11, Apr O7-18, Apr 14- China, London, 25, Apr 21-May O2, Apr Durban, Senegal, 				Mar 07, Mar 03-14, Mar	Liberia, South
In Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.CameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks A PROBLEM SOLVINGJan 20-31, Jan 27-Feb (Agr 07, Mar 03-14, Mar) (Jan 20-31, Jan 17-28, Mar)Dubai, Kenya, Accra-Ghana, (Jan 20-31, Jan 27-FebGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks (Jan 20-31, Jan 27-Feb) (Jan 20-31, Jan 2				10-21, Mar 17-28, Mar	Africa, Uganda,
GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 Weeks (And Construction)Jan 06-17, Jan 13-24, (Jan 20-31, Jan 27-Feb)Dubai, Kenya, (Accra-Ghana, (Gambia, (Jan 20, Jun 16-27, Jun 23-Jul 04, Jun (Jan 20-31, Jan 27-Feb)Dubai, Kenya, (Accra-Ghana, (Gambia, (Jan 20, Jun 16-21, Jan 13-24, (Jan 20-31, Jan 27-Feb)Dubai, Kenya, (Accra-Ghana, (Jan 20, Jun 16-21, Jan 13-24, (Jan 20-31, Jan 27-Feb)Dubai, Kenya, (Accra-Ghana, (Jan 20, Jun 20,				24-Apr 04, Mar 31-Apr	Sierra Leone.
28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.CameroonGMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarMubai, Kenya, Accra-Ghana, Gambia, Liberia, South 10-21, Mar 17-28, MarAccra-Ghana, Africa, Uganda, Sierra Leone. 11, Apr 07-18, Apr 14-Dubai, Kenya, Accra-Ghana, Cameroon				11, Apr 07-18, Apr 14-	China, London,
 May 12-23, May 19-30, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11. BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING 1-2 Weeks Jan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, O3, Feb 03-14, Feb 10- Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr O4, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, 				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarLiberia, South I beria, South I 10-21, Mar 31-AprAfrica, Uganda, Sierra Leone. I1, Apr 07-18, Apr 14-China, London, 25, Apr 21-May 02, AprDurban, Senegal, Cameroon				28-May 09, May 05-16,	Cameroon
GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb O3, Feb 03-14, Feb 10- Q3, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar Liberia, South Africa, Uganda, Z4-Apr 04, Mar 31-AprDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, Z5, Apr 21-May 02, Apr Durban, Senegal, Z8-May 09, May 05-16,				May 12-23, May 19-30,	
Image: series of the series				May 26-Jun 06, Jun 02-	
Image: series of the series				13, Jun 09-20, Jun 16-	
GMA39BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING1-2 WeeksJan 20-31, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, O3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Mauritius, Nigeria, Mar 07, Mar 03-14, MarLiberia, South Liberia, South 10-21, Mar 17-28, MarLiberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprSierra Leone. 11, Apr 07-18, Apr 14-China, London, Durban, Senegal, 28-May 09, May 05-16,Durban, Senegal, Cameroon				27, Jun 23-Jul 04, Jun	
THINKING, INNOVATION AND PROBLEM SOLVINGJan 20- 31, Jan 27-FebAccra-Ghana, Gambia, 21, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarMauritius, Nigeria, SouthImage: Harring transformed transf				30-Jul 11.	
AND PROBLEM SOLVING03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mauritius, Nigeria, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarGambia, Mauritius, Nigeria, South Africa, Uganda, Sierra Leone.1021, Feb 17-28, Feb 24- 10-21, Mar 03-14, MarAfrica, Oganda, Sierra Leone.11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16,Durban, Senegal, Cameroon	GMA39	BRAINSTORMING, CREATIVE	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon		THINKING, INNOVATION		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
Mar 07, Mar 03–14, Mar Liberia, South 10–21, Mar 17–28, Mar Africa, Uganda, 24–Apr 04, Mar 31–Apr Sierra Leone. 11, Apr 07–18, Apr 14– China, London, 25, Apr 21–May 02, Apr Durban, Senegal, 28–May 09, May 05–16, Cameroon		AND PROBLEM SOLVING		03, Feb 03-14, Feb 10-	Gambia,
10-21, Mar 17-28, Mar Africa, Uganda, 24-Apr 04, Mar 31-Apr Sierra Leone. 11, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, Cameroon				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
24-Apr O4, Mar 31-Apr Sierra Leone. 11, Apr O7-18, Apr 14- China, London, 25, Apr 21-May O2, Apr Durban, Senegal, 28-May O9, May O5-16, Cameroon				Mar 07, Mar 03-14, Mar	Liberia, South
11, Apr 07–18, Apr 14– China, London, 25, Apr 21–May 02, Apr Durban, Senegal, 28–May 09, May 05–16, Cameroon				10-21, Mar 17-28, Mar	Africa, Uganda,
25, Apr 21-May O2, Apr Durban, Senegal, 28-May O9, May O5-16, Cameroon				24-Apr 04, Mar 31-Apr	Sierra Leone.
28-May 09, May 05-16, Cameroon				11, Apr 07-18, Apr 14-	China, London,
				25, Apr 21-May 02, Apr	Durban, Senegal,
May 12-23, May 19-30,				28-May 09, May 05-16,	Cameroon
				May 12-23, May 19-30,	

			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA40	MODERN SECURITY	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	PROCEDURES AND		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MANAGEMENT		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA41	MANAGEMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	DEVELOPMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PROGRAMME FOR PUBLIC		03, Feb 03-14, Feb 10-	Gambia,
	OFFICERS		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	

			30-Jul 11.	
GMA42	PUBLIC ADMINISTRATION	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
••••••	AND CORPORATE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	GOVERNANCE: MODERN		03, Feb 03-14, Feb 10-	Gambia,
	TECHNIQUES		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA43	OFFICE ADMINISTRATION &	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	EFFECTIVE MANAGEMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	SKILLS DEVELOPMENT		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA44	LEADERSHIP &	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT SKILLS IN		Jan 20- 31, Jan 27-Feb	Accra-Ghana,

			· · · · ·	
	THE 21 ST CENTURY		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA45	BUSINESS DEVELOPMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	AND CUSTOMER SERVICE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MANAGEMENT		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA46	EFFECTIVE SUPERVISORY	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	SKILLS MANAGEMENT FOR		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MIDDLE LEVEL MANAGERS		03, Feb 03-14, Feb 10-	Gambia,
	& SENIOR OFFICERS		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
	,			

			10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA47	PUBLIC ENTERPRISE RESTRUCTURING, PRIVATIZATION AND CHANGE MANAGEMENT	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA48	DEVELOPING CORE SKILLS FOR ADMINISTRATORS AND SECRETARIES: BETTER MEMORY, READING, COMMUNICATION AND THINKING SKILLS	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14-	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London,

			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA49	COMPUTER & INFORMATION	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT SKILLS FOR		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	EXECUTIVE SECRETARIES		03, Feb 03-14, Feb 10-	Gambia,
	AND ADMINISTRATORS		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA50		1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	PUBLIC & PRIVATE SECTOR		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	REFORMS: BUILDING		03, Feb 03-14, Feb 10-	Gambia,
	CAPACITY AND		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	PERFORMANCE		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	

			May 26 June 06 June 02	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
0			30-Jul 11.	- /
GMA51	ANNUAL CONFERENCE	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	FOR SENIOR EXECUTIVE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	SECRETARIES AND		03, Feb 03-14, Feb 10-	Gambia,
	ADMINISTRATIVE		21, Feb 17–28, Feb 24–	Mauritius, Nigeria,
	ASSISTANTS IN THE PUBLIC		Mar 07, Mar 03-14, Mar	Liberia, South
	AND PRIVATE SECTORS		10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA52	PERFORMANCE AND	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	RESULTS ORIENTED		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	MANAGEMENT IN AFRICA'S		03, Feb 03-14, Feb 10-	Gambia,
	REFORMING PUBLIC SECTOR		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			· ·	1

			30-Jul 11.	
GMA53	PROTOCOL OFFICERS ETIQUETTE AND CIVILITY COURSE	1-2 Weeks	30-Jul 11. Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02-	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA54	MANAGING THE TRAINING	1–2 Weeks	May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11. Jan 06-17, Jan 13-24,	Dubai, Kenya,
	AND DEVELOPMENT FUNCTION: STRATEGIES AND PRACTICES		Jan 20- 31, Jan 27-Feb O3, Feb O3-14, Feb 10- 21, Feb 17-28, Feb 24- Mar O7, Mar O3-14, Mar 10-21, Mar 17-28, Mar 24-Apr O4, Mar 31-Apr 11, Apr O7-18, Apr 14- 25, Apr 21-May O2, Apr 28-May O9, May O5-16, May 12-23, May 19-30, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11.	Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA55	TOURISM AND ECO CULTURAL TOURISM:	1–2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb	Dubai, Kenya, Accra-Ghana,

	MANAGEMENT AND		03, Feb 03-14, Feb 10-	Gambia,
	DEVELOPMENT		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA56	MANAGEMENT AND	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	BUSINESS SKILLS FOR PA'S		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	AND SENIOR SECRETARIES		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA57	LEADING & MANAGING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	HIGH PERFORMING TEAMS:		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	SUPERVISORY		03, Feb 03-14, Feb 10-	Gambia,
	DEVELOPMENT PROGRAM		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South

			10–21, Mar 17–28, Mar 24–Apr 04, Mar 31–Apr 11, Apr 07–18, Apr 14– 25, Apr 21–May 02, Apr 28–May 09, May 05–16, May 12–23, May 19–30, May 26–Jun 06, Jun 02– 13, Jun 09–20, Jun 16– 27, Jun 23–Jul 04, Jun 30–Jul 11.	Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA58	THE 10-DAY ADVANCED EMOTIONAL INTELLIGENCE & LEADERSHIP STRATEGIES	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA59	STRATEGIC PLANNING, DEVELOPMENT & IMPLEMENTATION: STRATEGIC TOOLS FOR EFFECTIVE LEADERSHIP	1–2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14-	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London,

			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA60	LEADING WITH EMOTIONAL	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	EXCELLENCE: PSYCHOLOGY		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	OF LEADERSHIP &		03, Feb 03-14, Feb 10-	Gambia,
	INNOVATION		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA61	MANAGING PUBLIC-	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	PRIVATE PARTNERSHIPS &		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ALLIANCES		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	

May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya,GMA62SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,GMA62SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,GMA62SMART LEADERSHIP ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 06-17, Jan 13-24, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP DEVELOPMENT, SELF-1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,					
GMA62SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South 10-21, Mar 17-28, MarACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 20-31, Jan 27-FebAccra-Ghana, Gambia, Accra-Ghana, Iberia, South 10-21, Mar 07, Mar 03-14, MarIberia, South 10-21, Mar 17-28, Mar 25, Apr 21-May 02, AprLiberia, South Africa, Uganda, Sierra Leone. 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,				May 26-Jun 06, Jun 02-	
Image: constraint of the symbolImage: constraint of the symbo				13, Jun 09-20, Jun 16-	
GMA62SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADING THE FUNCTION1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprDubai, Kenya, Accra-Ghana, Gambia, Mar 07, Mar 03-14, MarGMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Mar 27-SebGMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana,				27, Jun 23-Jul 04, Jun	
ACHIEVING STRATEGY THROUGH LEADING THE FUNCTIONJan 20- 31, Jan 27-FebAccra-Ghana, Gambia,Nar 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 03-14, MarLiberia, South Africa, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Octa CameroonGMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,				30-Jul 11.	
THROUGH LEADING THE FUNCTIONO3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-AprGambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, China, London, Durban, Senegal, CameroonGMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks 1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,	GMA62	SMART LEADERSHIP:	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
FUNCTION21, Feb 17-28, Feb 24- Mar O7, Mar O3-14, Mar 10-21, Mar 17-28, Mar 24-Apr O4, Mar 31-Apr 11, Apr O7-18, Apr 14- 25, Apr 21-May O2, Apr 28-May O9, May 05-16, May 12-23, May 19-30, May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11.Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone.GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks 1-2 WeeksJan O6-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,		ACHIEVING STRATEGY		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
Amar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,24-Apr 04, Mar 31-AprSierra Leone.11, Apr 07-18, Apr 14-China, London,25, Apr 21-May 02, AprDurban, Senegal,28-May 09, May 05-16,CameroonMay 26-Jun 06, Jun 02-13, Jun 09-20, Jun 16-27, Jun 23-Jul 04, Jun30-Jul 11.GMA63EXECUTIVE LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,		THROUGH LEADING THE		03, Feb 03-14, Feb 10-	Gambia,
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks 1-2 WeeksJan 20-31, Jan 27-FebJan 20-31, Jan 27-FebAfrica, Uganda, Sierra Leone.10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Africa, Uganda, Sierra Leone.10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr May 05-16, May 12-23, May 19-30, May 12-23, May 19-30, May 12-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Africa, Uganda, Sierra Leone.		FUNCTION		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks 1-2 WeeksJan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Sierra Leone. China, London, Durban, Senegal, Cameroon				Mar 07, Mar 03-14, Mar	Liberia, South
Image: Second				10-21, Mar 17-28, Mar	Africa, Uganda,
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 20- 31, Jan 27-FebDurban, Senegal, Cameroon25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Durban, Senegal, CameroonGMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 20- 31, Jan 27-FebDurbai, Kenya, Accra-Ghana,				24-Apr 04, Mar 31-Apr	Sierra Leone.
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,				11, Apr 07-18, Apr 14-	China, London,
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 Weeks Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,				25, Apr 21-May 02, Apr	Durban, Senegal,
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana,				28-May 09, May 05-16,	Cameroon
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana,				May 12-23, May 19-30,	
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana,				May 26-Jun 06, Jun 02-	
GMAG3EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana,				13, Jun 09-20, Jun 16-	
GMA63EXECUTIVE LEADERSHIP MASTERCLASS: LEADERSHIP1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana,				27, Jun 23-Jul 04, Jun	
MASTERCLASS: LEADERSHIP Jan 20-31, Jan 27-Feb Accra-Ghana,				30-Jul 11.	
	GMA63	EXECUTIVE LEADERSHIP	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
DEVELOPMENT, SELF- 03, Feb 03-14, Feb 10- Gambia,		MASTERCLASS: LEADERSHIP		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
		DEVELOPMENT, SELF-		03, Feb 03-14, Feb 10-	Gambia,
AWARENESS SKILLS & 21, Feb 17–28, Feb 24– Mauritius, Nigeria,		AWARENESS SKILLS &		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
STRATEGY Mar 07, Mar 03–14, Mar Liberia, South		STRATEGY		Mar 07, Mar 03-14, Mar	Liberia, South
10–21, Mar 17–28, Mar Africa, Uganda,				10-21, Mar 17-28, Mar	Africa, Uganda,
24-Apr 04, Mar 31-Apr Sierra Leone.				24-Apr 04, Mar 31-Apr	Sierra Leone.
11, Apr 07–18, Apr 14– China, London,				11, Apr 07-18, Apr 14-	China, London,
25, Apr 21-May O2, Apr Durban, Senegal,				25, Apr 21-May 02, Apr	Durban, Senegal,
28-May 09, May 05-16, Cameroon				28-May 09, May 05-16,	Cameroon
May 12-23, May 19-30,				May 12-23, May 19-30,	
May 26-Jun 06, Jun 02-				May 26-Jun 06, Jun 02-	
13, Jun 09-20, Jun 16-				13, Jun 09-20, Jun 16-	
27, Jun 23-Jul 04, Jun	1				

			20 1.111	
GMA64	FRAUD & CORRUPTION IN THE WORKPLACE: DETECTION, MANAGEMENT & CONTROL	1-2 Weeks	30-Jul 11. Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA65	ELECTRONIC RECORDS MANAGEMENT SYSTEM (ERMS) FOR PUBLIC & PRIVATE SECTOR	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA66	ADVANCED OFFICE MANAGEMENT & EFFECTIVE	1–2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb	Dubai, Kenya, Accra-Ghana,

	ADMINISTRATION SKILLS		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA67	FACILITIES MANAGEMENT &	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	ADMINISTRATION STRATEGY		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	FOR PRIVATE & PUBLIC		03, Feb 03-14, Feb 10-	Gambia,
	SECTOR.		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA68	FINANCIAL MANAGEMENT	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	SKILLS FOR OFFICE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ADMINISTRATORS &		03, Feb 03-14, Feb 10-	Gambia,
	SECRETARIES		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South

			10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA69	PROFESSIONAL SKILLS ENHANCEMENT FOR ADMINISTRATORS & SECRETARIES	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon
GMA70	EFFECTIVE TEAM BUILDING IN MANAGEMENT AND ADMINISTRATION	1-2 Weeks	Jan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-Apr 11, Apr 07-18, Apr 14-	Dubai, Kenya, Accra-Ghana, Gambia, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London,

GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks I -2 WeeksJan 20- 31, Jan 27-Feb I, Feb 17-28, Feb 24- I, Mar 07, Mar 03-14, MarLiberia, South Africa, Uganda, Sierra Leone. I, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia, I-2 WeeksGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks I -2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar I Liberia, South Africa, Uganda,					1
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South 10-21, Mar 17-28, Mar 11-27, May 26-Jun 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-Apr 25, Apr 21-May 02, Apr Burban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Acra-Ghana, 03, Feb 03-14, Feb 10- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, CameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-Feb Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda, 31, D-21, Mar 17-28, MarDubai, Kenya, Africa, Uganda, Africa, Uganda, Africa, Uganda, Africa, Uganda,				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun O6, Jun O2- 13, Jun O9-20, Jun 16- 27, Jun 23-Jul O4, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, Gambia,GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Combinistrator Gambia,GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Cameroon				28-May 09, May 05-16,	Cameroon
Image: Secretaries & PASImage: Secretaries & PASImage: Secretaries & PASGMA71BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Dubai, Kenya, Jan 20-31, Jan 27-FebGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, May 03-14, Feb 10- Qambia, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar Liberia, South Africa, Uganda, 25, Apr 21-May 02, Apr Durban, Senegal, CameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Cameroon				May 12-23, May 19-30,	
GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarIberia, South10-21, Mar 17-28, MarAfrica, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.CameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 30, Feb 03-14, Feb 10- 30, Feb 03-14, Feb 10- 30, Feb 03-14, Feb 10- 31, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Mar 07, Mar 03-14, Mar 10-21, Mar 17-28, Mar				May 26-Jun 06, Jun 02-	
GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,VIACORPORATE COMMUNICATIONS03, Feb 03-14, Feb 10- (3, Feb 03-14, Feb 10- (1, Feb 17-28, Feb 24-)Gambia, Liberia, South (10-21, Mar 17-28, MarMauritius, Nigeria, Liberia, South (10-21, Mar 17-28, MarVIA				13, Jun 09-20, Jun 16-	
GMA71PUBLIC RELATIONS & CORPORATE COMMUNICATIONS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia,21, Feb 03-14, Feb 10- CommuniCATIONSGambias21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarMauritius, Nigeria, Liberia, South Africa, Uganda, 24-Apr 04, Mar 31-AprLiberia, South Africa, Uganda, Sierra Leone.24-Apr 04, Mar 31-Apr China, London, 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, GameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South Liberia, SouthDubai, Kenya, Accra-Ghana, Gambia, Cameroon				27, Jun 23-Jul 04, Jun	
CORPORATE COMMUNICATIONSJan 20 - 31, Jan 27 -FebAccra -Ghana, Gambia, 21, Feb 17 - 28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03 - 14, Mar Liberia, South 10 - 21, Mar 17 - 28, Mar Africa, Uganda, 24 - Apr 04, Mar 31 - Apr Sierra Leone. 11, Apr 07 - 18, Apr 14- China, London, 25, Apr 21 - May 02, Apr Durban, Senegal, 28 - May 09, May 05 - 16, May 26 - Jun 06, Jun 02- 13, Jun 09 - 20, Jun 16- 27, Jun 23 - Jul 04, Jun 30 - Jul 11.Dubai, Kenya, Accra -Ghana, Gambia, CameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1 - 2 WeeksJan 06 - 17, Jan 13 - 24, Jan 20 - 31, Jan 27 - FebDubai, Kenya, Accra - Ghana, Gambia, 21, Feb 17 - 28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03 - 14, Feb 10- Gambia, 21, Feb 17 - 28, Feb 24-Mauritius, Nigeria, Mauritius, Nigeria, Mar 07, Mar 03 - 14, Mar Liberia, South Africa, Uganda,				30-Jul 11.	
COMMUNICATIONSO3, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda, Sierra Leone.10-21, Mar 17-28, Mar 24-Apr 04, Mar 31-AprLiberia, South Africa, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Marritus, Nigeria, May 26-31, Jan 27-FebGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda,	GMA71	PUBLIC RELATIONS &	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 20-31, Jan 27-FebMauritius, Nigeria, Liberia, South11, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarLiberia, SouthAfrica, Uganda, Sierra Leone.11, Apr 07-18, Apr 14- 25, Apr 21-May 02, Apr 28-May 09, May 05-16, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Cameroon11-2 Weeks1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South Africa, Uganda,		CORPORATE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks I -2 WeeksJan 20-31, Jan 27-Feb I, Feb 17-28, Feb 24- I, Mar 07, Mar 03-14, MarLiberia, South Africa, Uganda, Sierra Leone. I, Apr 07-18, Apr 14- China, London, 25, Apr 21-May 02, Apr Durban, Senegal, 28-May 09, May 05-16, May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Uiberia, South Africa, Uganda, Secretaries, Secretaries, PASImage: Construct of the part of the par		COMMUNICATIONS		03, Feb 03-14, Feb 10-	Gambia,
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Jan 20-14, Mar 03-14, Mar Lo21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda, Sierra Leone.				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda,				Mar 07, Mar 03-14, Mar	Liberia, South
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks AJan 06-17, Jan 13-24, Jan 07, Mar 03-14, Mar Jor 21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, Liberia, South Africa, Uganda,				10-21, Mar 17-28, Mar	Africa, Uganda,
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, May 03-14, Mar Jourban, Senegal, CameroonGMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, Accra-Ghana, Gambia, Atrica, Uganda,				24-Apr 04, Mar 31-Apr	Sierra Leone.
QMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarDubai, Kenya, Liberia, South Africa, Uganda,				11, Apr 07-18, Apr 14-	China, London,
May 12-23, May 19-30, May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.May 22-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks I -2 WeeksJan 06-17, Jan 13-24, Jan 20- 31, Jan 27-Feb 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar I0-21, Mar 17-28, MarDubai, Kenya, Accra-Ghana, Gambia, Africa, Uganda,				25, Apr 21-May 02, Apr	Durban, Senegal,
May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 Weeks Jan 20- 31, Jan 27-FebDubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-May 26-Jun 06, Jun 02- 13, Jun 09-20, Jun 16- 27, Jun 23-Jul 04, Jun 30-Jul 11.Dubai, Kenya, Accra-Ghana, 03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-				28-May 09, May 05-16,	Cameroon
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarMar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarLiberia, South Africa, Uganda,				May 12-23, May 19-30,	
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarMar 07, Mar 03-14, Mar 10-21, Mar 17-28, MarLiberia, South Africa, Uganda,				May 26-Jun 06, Jun 02-	
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Mauritius, Nigeria, Mauritius, Nigeria, Idention of the state				13, Jun 09-20, Jun 16-	
GMA72BUSINESS WRITING SKILLS FOR ADMINISTRATORS, SECRETARIES & PAS1-2 WeeksJan 06-17, Jan 13-24, Jan 20-31, Jan 27-FebDubai, Kenya, Accra-Ghana, Gambia, 21, Feb 17-28, Feb 24- Mar 07, Mar 03-14, MarDubai, Kenya, Accra-Ghana, Mauritius, Nigeria, Acra, Uganda,				27, Jun 23-Jul 04, Jun	
FOR ADMINISTRATORS, SECRETARIES & PASJan 20- 31, Jan 27-FebAccra-Ghana,03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24-Gambia,Gambia,Mar 07, Mar 03-14, MarLiberia, South10-21, Mar 17-28, MarAfrica, Uganda,				30-Jul 11.	
SECRETARIES & PAS03, Feb 03-14, Feb 10- 21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, MarGambia, Mauritius, Nigeria, Liberia, South Africa, Uganda,	GMA72	BUSINESS WRITING SKILLS	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
21, Feb 17-28, Feb 24- Mauritius, Nigeria, Mar 07, Mar 03-14, Mar Liberia, South 10-21, Mar 17-28, Mar Africa, Uganda,		FOR ADMINISTRATORS,		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
Mar 07, Mar 03–14, Mar Liberia, South 10–21, Mar 17–28, Mar Africa, Uganda,		SECRETARIES & PAS		03, Feb 03-14, Feb 10-	Gambia,
10–21, Mar 17–28, Mar Africa, Uganda,				21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
				Mar 07, Mar 03-14, Mar	Liberia, South
				10-21, Mar 17-28, Mar	Africa, Uganda,
24-Apr 04, Mar 31-Apr Sierra Leone.				24-Apr 04, Mar 31-Apr	Sierra Leone.
11, Apr 07–18, Apr 14– China, London,				11, Apr 07-18, Apr 14-	China, London,
25, Apr 21-May 02, Apr Durban, Senegal,				25, Apr 21-May 02, Apr	Durban, Senegal,
28-May 09, May 05-16, Cameroon				28-May 09, May 05-16,	Cameroon
May 12-23, May 19-30,				May 12-23, May 19-30,	

			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA73	EFFECTIVE BUSINESS	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
YNA IS	WRITING SKILLS: MODERN	I Z WEEKS	Jan 20- 31, Jan 27-Feb	Accra-Ghana,
			03, Feb 03-14, Feb 10-	Gambia,
	TECHNIQUES			
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria, Liberia, South
			Mar 07, Mar 03-14, Mar	-
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA74	ENHANCING CORE SKILLS	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	FOR ADMINISTRATORS &		Jan 20-31, Jan 27-Feb	Accra-Ghana,
	SECRETARIES		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	

			30-Jul 11.	
GMA75	DEVELOPING WOMEN AS	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
YMA 75		I-Z WEEKS		5
	LEADERS: LIBERATING		Jan 20-31, Jan 27-Feb	Accra-Ghana,
	POWER, POTENTIAL &		03, Feb 03-14, Feb 10-	Gambia,
	POSITIVITY OF WOMEN IN		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
	THE WORKPLACE		Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA76	THE 4 DIMENSIONAL	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	LEADERSHIP DEVELOPMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
			03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA77	CULTURE & CHANGE	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT LEADERSHIP		Jan 20- 31, Jan 27-Feb	Accra-Ghana,

		1		
	STRATEGIES		03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA78	EFFECTIVE BUSINESS RISK	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	MANAGEMENT STRATEGIES		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
			03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA79	LEADERSHIP, CRITICAL	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	THINKING & INNOVATION		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
			03, Feb 03-14, Feb 10-	Gambia,
			21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South

				-
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA80	THE 10-DAY RESULT-	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	BASED MANAGEMENT		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	(RBM) FOR THE PUBLIC &		03, Feb 03-14, Feb 10-	Gambia,
	PRIVATE SECTOR		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA81	LEADERSHIP: ENHANCING	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	CREATIVITY, TEAM		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	PERFORMANCE &		03, Feb 03-14, Feb 10-	Gambia,
	COMMITMENT		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
		1	•	1

			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	
GMA82	ESSENTIALS OF BUSINESS	1–2 Weeks	Jan 06-17, Jan 13-24,	Dubai, Kenya,
	ANALYSIS: ENHANCE		Jan 20- 31, Jan 27-Feb	Accra-Ghana,
	ORGANISATIONAL		03, Feb 03-14, Feb 10-	Gambia,
	PERFORMANCE		21, Feb 17-28, Feb 24-	Mauritius, Nigeria,
			Mar 07, Mar 03-14, Mar	Liberia, South
			10-21, Mar 17-28, Mar	Africa, Uganda,
			24-Apr 04, Mar 31-Apr	Sierra Leone.
			11, Apr 07-18, Apr 14-	China, London,
			25, Apr 21-May 02, Apr	Durban, Senegal,
			28-May 09, May 05-16,	Cameroon
			May 12-23, May 19-30,	
			May 26-Jun 06, Jun 02-	
			13, Jun 09-20, Jun 16-	
			27, Jun 23-Jul 04, Jun	
			30-Jul 11.	

COURSE DURATION: Our courses are respectively from 1– 3weeks, monthly, quarterly and annually.

We also do in-house training, and go beyond the minimum duration depending on the trainee's institution quantity discount is given for every group participation from any organization discount inclusive from 7 delegates and above. On completion of our courses delegates will be assessed by the institution & facilitators and also do a presentation to prove his/her knowledge gained.

COURSE FEE

National Training: One week \$2000 & Two weeks \$3000 or its equivalent in (Participant's Country of Residence)

\$2000 (a week)	(two weeks) \$3000
• A brand new Laptop or a	• A brand new Laptop or a
Samsung Galaxy Tab	Samsung Galaxy Tab
• Branded T-shirt	• Branded T-shirt
• Airport Transfers	• Airport Transfer
• Training materials	• Training materials
• Lunch	• Lunch
• Coffee Break	• Coffee Break
• Memory stick (pen drive)	• Memory stick (pen drive)
• Tour Visit	• Tour Visit

International Training: One week \$3800 & Two weeks \$5000

One Week \$3800	Two Weeks \$5000
• Brand new Laptop or a	• Brand new Laptop or a
Samsung Galaxy Tab	Samsung Galaxy Tab

- Airport pick and drop
- Branded T-shirt
- Training materials
- Lunch
- Coffee Break
- Memory stick (pen drive)
- Tour Visit

- Airport pick and drop
- Branded T-shirt
- Training materials
- Lunch
- Coffee Break
- Memory stick (pen drive)
- Tour Visit