

REV. 00 Current

## 2025 TRAINING SCHEDULE (FEBRUARY)

### PORT HARCOURT (Int'l Certification & Local content.)

(A) PORT HARCOURT TRAINING CENTRE.

MONTH	COURSE	DURATI ON	INDIVIDUAL TRAINING FEE	CORPORATE TRAINING FEE	Certification Exam Price	DATE
FEBRUARY	ISO 9001:2015 <b>Lead auditor – IRCA UK Certified</b>	5 Days				February 17th – 21st
	ISO 9001:2015 <b>LA – Exemplar Global USA</b>	5 Days				17th – 21st
	Emergency Response Management	3 Days				3rd – 5th
	Document Control & QMS Documentation	3 Days				12th – 14 <sup>th</sup>
	ISO 45001:2018 Internal auditor Course -IRCA	2 Days				10th – 11th
	HSE Level 1, 2 & 3	3 Days				17th – 19th
	ISO 14001:2015 <b>Lead auditor – IRCA UK</b>	5 Days				24th – 28th
	ISO 14001:2015 <b>LA – Exemplar Global USA</b>	5 Days				24th – 28th
	ISO 45001:2018 (OH&S) <b>Lead Auditor-IRCA UK</b>	5 Days				10th – 14th
	ISO 45001:2018 (OH&S) <b>LA – Exemplar Global USA</b> NEBOSH IGC	5 Days				10th – 14th
	ISO 9001:2015 INTERNAL AUDITOR COURSE	10 Days				17th - 28th

	CIEH Level 2 Award in Food Safety	3 Days				<b>19th -21st</b>
	CIEH Level 3 Award in Food Safety	2 Days				<b>10th -11th</b>
	Human Resource Management	3 Days				<b>12th -14th</b>
	Aligning HR with Cooperate Strategic Objectives	2 Days				<b>3rd – 4th</b>
	Personal Effectiveness, Efficiency and Performance Measurement for	2 Days				<b>5th – 6th</b>
	Human Resources Professional	2 Days				<b>24th – 25th</b>
	Work Load Management and Productivity Improvement Advanced	2 Days				<b>26th – 27th</b>
	Management workshop for Secretary & Personal Assistant	2 days				<b>5th – 6th</b>
	Building a Good Health Safety culture at workplace	2 days				<b>13th – 14th</b>
	Job Hazard Root Cause Analysis	1 Day				<b>25th</b>
	Telecom Mast Safety Training	3 Days				<b>11th – 13th</b>
	Defensive Driving	1 Day				<b>26th</b>
	Food Safety Management System (ISO 22000) LA – PECB Canada	2 Days				<b>27th – 28th</b>
	Road Traffic Safety Management System (ISO 39001) – PECB Canada	5 Days				<b>10th – 14th</b>
	Auditing & Internal Control – Cognicert UK	5 Days				<b>3rd – 7th</b>
		5 Days				<b>17th – 21st</b>

**NOTE: MCL now conducts weekend classes for ISO Lead Auditor courses. This is specifically for those who work throughout the week and can't get some time off work.**

**OTHER COURSES AVAILABLE:**

**ACCOUNTING, FINANCE & PROCUREMENT TRAININGS:**

<b>Accounts payable Management</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Budget and Budgetary Control</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Best Practice in Cash Flow Management</b>	<b>-</b>	<b>4 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Cash Flow Statement Analysis</b>	<b>-</b>	<b>4 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Effective Purchasing and Contract Negotiation</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Fundamental of Fund Management</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Internal Control &amp; Risk Management</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Mastering Procurement Fundamentals</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Negotiating Skills for procurement &amp; contract mgts</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Personal Effectiveness, Efficiency and Performance</b>				
<b>Measurement for Human Resources professional</b>	<b>-</b>	<b>2 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Strategic Planning, Effective Budgeting &amp; Cost control</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Strategic Procurement &amp; Vendor Management</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>
<b>Strategic Procurement Best practices</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#210,000</b>

**TECHNICAL TRAININGS:**

<b>Best practice in Building Operations and Maintenance mgt</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#225,000</b>
<b>Equipment Maintenance and operations</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#225,000</b>
<b>Fundamentals of Pipeline Eng., construction Operations</b>	<b>-</b>	<b>2 Days</b>	<b>---</b>	<b>#220,000</b>
<b>Hazards in Process plant Design and operations</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#325,000</b>
<b>Slinging and Rigging safety</b>	<b>-</b>	<b>3 Days</b>	<b>---</b>	<b>#310,000</b>

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