

Course Calendar

2026

2303 practical programmes across 26 disciplines, delivered in cities across Africa and the Gulf, and live online.

South African venues are priced in rand; other locations and live online in US dollars. Fees are per delegate and exclude 15% VAT where applicable. For exact dates and to register, visit www.bmctrainings.org.

www.bmctrainings.org

registration@bmctrainings.org | +27 12 012 6265

Administration and Office Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Access Card, Key and Physical Security Administration for Offices	2	R10,000	US\$1,100
Administering Insurance Claims and Asset Loss Reporting for Offices	2	R10,000	US\$1,100
Administrative Supervisory and Team Leadership Skills	5	R18,000	US\$1,800
Administrative Support for Tenders, Bids and Proposal Compilation	3	R13,000	US\$1,500
Advanced Digital Office Skills and Productivity Tools	3	R13,000	US\$1,500
Advanced Executive Assistant and Business Support Skills	3	R13,000	US\$1,500
Advanced Microsoft Excel for Administrative Professionals	3	R13,000	US\$1,500
Annual General Meeting Logistics and Shareholder Coordination	3	R13,000	US\$1,500
Archiving, Records Retention and Secure Disposal for the Office	2	R10,000	US\$1,100
Audio Visual Setup and Virtual Meeting Coordination for Administrators	2	R10,000	US\$1,100
Basic Bookkeeping and Invoice Processing for Office Administrators	3	R13,000	US\$1,500
Board and Committee Secretarial Practice	3	R13,000	US\$1,500
Business Continuity and Office Risk Management	3	R13,000	US\$1,500
Business Etiquette and Professional Office Communication	2	R10,000	US\$1,100
Catering and Refreshment Coordination for Corporate Functions	2	R10,000	US\$1,100
Clean Desk, Information Handling and Data Protection Awareness for Office Teams	2	R10,000	US\$1,100
Contract and Service Level Administration for Office Managers	3	R13,000	US\$1,500
Coordinating Hybrid and Remote Office Teams	2	R10,000	US\$1,100
Coordinating Internal Communication and Staff Announcements for Administrators	2	R10,000	US\$1,100
Coordinating Office Cleaning, Hygiene and Soft Services Contracts	2	R10,000	US\$1,100
Coordinating Print, Copy and Reprographics Services for the Office	2	R10,000	US\$1,100
Coordinating Training Logistics and Workshop Administration	2	R10,000	US\$1,100
Corporate Governance Support and Statutory Registration Administration	3	R13,000	US\$1,500
Corporate Protocol, Gifting and VIP Visit Coordination	2	R10,000	US\$1,100
Courier, Dispatch and Delivery Coordination for Office Teams	2	R10,000	US\$1,100
Customer Correspondence and Complaints Handling for Office Staff	2	R10,000	US\$1,100
Customer Relationship Management Systems for Front Office Teams	2	R10,000	US\$1,100
Cybersecurity Awareness and Safe Device Use for Office Staff	2	R10,000	US\$1,100
Data Capture and Database Administration for Office Staff	3	R13,000	US\$1,500
Diary and Appointment Coordination Across Multiple Time Zones	2	R10,000	US\$1,100
Digital Literacy and AI Productivity Tools for Administrative Professionals	2	R10,000	US\$1,100
Digital Signature and Electronic Approval Workflow Administration	2	R10,000	US\$1,100
Document Version Control and Master Copy Management for Offices	2	R10,000	US\$1,100

Administration and Office Management (continued)

Emotional Intelligence and Professionalism for Administrative Staff	2	R10,000	US\$1,100
Employee Onboarding and Office Induction Coordination	2	R10,000	US\$1,100
Events and Conference Coordination for Administrators	2	R10,000	US\$1,100
Executive Assistant Diary and Travel Management	5	R18,000	US\$1,800
Facilitating Productive Meetings and Action Follow Up for Administrators	2	R10,000	US\$1,100
Filing Systems and Document Control for the Modern Office	2	R10,000	US\$1,100
Fleet and Pool Vehicle Administration for Office Managers	2	R10,000	US\$1,100
Front Desk Visitor Screening and Access Control for Receptionists	2	R10,000	US\$1,100
Front Office and Client Reception Management	2	R10,000	US\$1,100
Green Office and Sustainable Workplace Coordination	2	R10,000	US\$1,100
Handling Difficult Visitors and Callers with Confidence	2	R10,000	US\$1,100
HR Administration and Personnel Records Management	5	R18,000	US\$1,800
International Travel Logistics and Visa Coordination for African Business Trips	2	R10,000	US\$1,100
Interpreting and Applying Company Policies for Administrative Staff	2	R10,000	US\$1,100
Managing Competing Priorities for Administrators Supporting Multiple Managers	2	R10,000	US\$1,100
Managing Confidential and Sensitive Correspondence in the Office	2	R10,000	US\$1,100
Managing Corporate Subscriptions and Professional Memberships	2	R10,000	US\$1,100
Managing Licences, Insurance and Statutory Renewals for Offices	2	R10,000	US\$1,100
Managing Multi Site and Branch Office Administration	3	R13,000	US\$1,500
Managing Office Consumables, Stationery and Stock Control	2	R10,000	US\$1,100
Managing Office Signage, Branding and Workplace Presentation	2	R10,000	US\$1,100
Managing Office Utilities, Energy Use and Cost Tracking	2	R10,000	US\$1,100
Managing the CEO Office and Executive Support Operations	3	R13,000	US\$1,500
Managing the Paperless Office and Digital Records Transition	3	R13,000	US\$1,500
Meeting Room Booking and Boardroom Resource Management	2	R10,000	US\$1,100
Microsoft 365 and Teams Administration for Support Staff	2	R10,000	US\$1,100
Minute Taking and Business Report Writing	2	R10,000	US\$1,100
Multilingual and Cross Cultural Office Communication in Africa	2	R10,000	US\$1,100
Office Budgeting, Petty Cash and Expense Control	3	R13,000	US\$1,500
Office Facilities and Asset Management	3	R13,000	US\$1,500
Office Health, Safety and Emergency Preparedness Administration	3	R13,000	US\$1,500
Office Helpdesk and Service Request Coordination	3	R13,000	US\$1,500
Office Lease Administration and Landlord Liaison for Office Managers	2	R10,000	US\$1,100
Office Management Operations and Systems	5	R18,000	US\$1,800

Administration and Office Management (continued)

Office Relocation and Workspace Move Coordination	5	R18,000	US\$1,800
Office Space Planning and Workplace Layout Coordination	2	R10,000	US\$1,100
Office Workflow Automation and Process Digitisation Fundamentals	3	R13,000	US\$1,500
Personal Branding and Career Growth for Administrative Professionals	2	R10,000	US\$1,100
Preparing Professional Business Documents, Templates and Forms	2	R10,000	US\$1,100
Procurement and Purchasing Support for Administrative Teams	2	R10,000	US\$1,100
Professional Email and Inbox Management for Administrators	2	R10,000	US\$1,100
Professional Telephone and Virtual Meeting Etiquette	2	R10,000	US\$1,100
Project Coordination Skills for Administrative Professionals	5	R18,000	US\$1,800
Public Sector Office Administration and Procurement Support	5	R18,000	US\$1,800
Reception Rostering and Front Desk Shift Coverage Management	2	R10,000	US\$1,100
Records Management and POPIA Compliance in the Office	3	R13,000	US\$1,500
Report and Data Presentation Skills for Administrative Support Staff	2	R10,000	US\$1,100
Setting Up a New Office and Coordinating Office Fit Out	3	R13,000	US\$1,500
Speed Writing and Note Taking Skills for Busy Administrators	2	R10,000	US\$1,100
Stress Management and Resilience for Administrative Professionals	2	R10,000	US\$1,100
Switchboard, Mailroom and Office Support Services Management	3	R13,000	US\$1,500
The Office Manager as Wellbeing and Culture Champion	2	R10,000	US\$1,100
Time Management and Workload Prioritisation for Administrators	2	R10,000	US\$1,100
Touch Typing and Keyboard Productivity for Office Professionals	2	R10,000	US\$1,100
Travel Expense Claims Processing and Reconciliation for Administrators	2	R10,000	US\$1,100
Virtual Assistant Skills and Remote Administrative Support	2	R10,000	US\$1,100
Writing Standard Operating Procedures for Office Functions	2	R10,000	US\$1,100

Artificial Intelligence

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Artificial Intelligence and Digital Transformation for Leaders	3	R13,000	US\$1,500
Artificial Intelligence Applications for Utilities	3	R13,000	US\$1,500
Artificial Intelligence Driven Budgeting, Financial Reporting and Cost Optimisation	3	R13,000	US\$1,500
Artificial Intelligence Driven Business Strategy for Managers	3	R13,000	US\$1,500
Artificial Intelligence Driven Customer Service Excellence	3	R13,000	US\$1,500
Artificial Intelligence Driven Due Diligence and Contract Review	2	R10,000	US\$1,100
Artificial Intelligence Driven Governance, Risk and Compliance	3	R13,000	US\$1,500
Artificial Intelligence Driven Regulatory Compliance and Data Analytics	3	R13,000	US\$1,500
Artificial Intelligence Enhanced Operational Risk Management	3	R13,000	US\$1,500
Artificial Intelligence for Executives	2	R10,000	US\$1,100
Artificial Intelligence for Operational Excellence and Process Optimisation	3	R13,000	US\$1,500
Artificial Intelligence Governance for Professionals	3	R13,000	US\$1,500
Artificial Intelligence in Anti Money Laundering	3	R13,000	US\$1,500
Artificial Intelligence in Business Development and Marketing	3	R13,000	US\$1,500
Artificial Intelligence in Real Estate and Facilities Management	3	R13,000	US\$1,500
Artificial Intelligence in the Energy Transition	3	R13,000	US\$1,500
Artificial Intelligence Powered Project Planning and Execution	3	R13,000	US\$1,500
Artificial Intelligence Solutions for Office Administration	2	R10,000	US\$1,100
Business Innovation Through Generative Artificial Intelligence	3	R13,000	US\$1,500
Digital Etiquette and Artificial Intelligence Responsibility	2	R10,000	US\$1,100
Digital Warehouse Transformation with Artificial Intelligence	3	R13,000	US\$1,500
Enterprise Generative Artificial Intelligence and Autonomous Agents	3	R13,000	US\$1,500
Foundations of Artificial Intelligence Governance	2	R10,000	US\$1,100
Foundations of Deep Learning	3	R13,000	US\$1,500
Fundamentals of Artificial Intelligence from Theory to Practice	3	R13,000	US\$1,500
Managing Artificial Intelligence Projects	3	R13,000	US\$1,500
Managing Artificial Intelligence Risk and Unapproved Tool Use in Organisations	2	R10,000	US\$1,100
Prompt Engineering for Business Teams	2	R10,000	US\$1,100
Scaling Innovation with Artificial Intelligence and Digital Strategies	3	R13,000	US\$1,500
Smart Energy, Digitalisation and Artificial Intelligence	3	R13,000	US\$1,500
Strategy for Digital and Artificial Intelligence Driven Organisations	5	R18,000	US\$1,800
Using Artificial Intelligence to Improve Decision Making and Business Performance	3	R13,000	US\$1,500

Business Communication and Report Writing

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Accessible and Inclusive Document Writing for All Audiences	3	R13,000	US\$1,500
Annual and Integrated Report Narrative Writing	3	R13,000	US\$1,500
Assertive Communication and Influencing Skills for the Workplace	3	R13,000	US\$1,500
Audit and Assurance Report Writing for Internal Auditors	2	R10,000	US\$1,100
Award and Recognition Submission Writing	2	R10,000	US\$1,100
Board Pack and Governance Document Compilation	5	R18,000	US\$1,800
Business Case Writing for Investment and Funding Decisions	2	R10,000	US\$1,100
Business Communication Skills for Engineers and Technical Experts	2	R10,000	US\$1,100
Business Correspondence for Frontline and Administrative Staff	2	R10,000	US\$1,100
Business English and Professional Writing for Second Language Speakers	5	R18,000	US\$1,800
Chairing Meetings and Communicating as an Effective Chairperson	2	R10,000	US\$1,100
Communicating Organisational Change to Employees	3	R13,000	US\$1,500
Communicating Technical Information to Non Technical Audiences	2	R10,000	US\$1,100
Communicating with Confidence for Reserved Professionals	2	R10,000	US\$1,100
Compliance and Regulatory Report Writing	3	R13,000	US\$1,500
Concept Note and Funding Proposal Writing for NGOs	3	R13,000	US\$1,500
Conference Paper and Abstract Writing for Professional Events	3	R13,000	US\$1,500
Content Writing and Copy Editing for Websites and Intranets	5	R18,000	US\$1,800
Contract and Service Level Agreement Writing for Business Teams	2	R10,000	US\$1,100
Corporate Blogging and Professional Writing for LinkedIn	2	R10,000	US\$1,100
Corporate Storytelling for Leaders and Communicators	3	R13,000	US\$1,500
Crisis Communication and Media Statement Writing	2	R10,000	US\$1,100
Cross-Cultural Business Communication for African Markets	3	R13,000	US\$1,500
Customer Complaint Response and Service Recovery Writing	2	R10,000	US\$1,100
Data Storytelling and Visual Report Design for Business Audiences	2	R10,000	US\$1,100
Diplomatic Correspondence and Protocol Writing for Official Communication	3	R13,000	US\$1,500
Editing and Proofreading for Workplace Documents	2	R10,000	US\$1,100
Effective Written Communication for Supervisors and Team Leaders	2	R10,000	US\$1,100
Engineering and Scientific Report Writing for Technical Professionals	3	R13,000	US\$1,500
ESG and Sustainability Report Writing	3	R13,000	US\$1,500
Executive Summary and Briefing Note Writing for Decision Makers	2	R10,000	US\$1,100
Expression of Interest and Prequalification Document Writing	3	R13,000	US\$1,500
Facilitation and Meeting Management Skills for Team Leaders	2	R10,000	US\$1,100
Feedback, Appraisal and Performance Review Writing for Managers	2	R10,000	US\$1,100

Business Communication and Report Writing (continued)

Financial Report Writing for Non-Financial Managers	2	R10,000	US\$1,100
Foundations of Effective Business Writing for New Professionals	2	R10,000	US\$1,100
Grammar, Punctuation and Style Refresher for the Workplace	2	R10,000	US\$1,100
Grant and Donor Report Writing for Development Programmes	3	R13,000	US\$1,500
Handling Sensitive and Difficult Messages in Writing	2	R10,000	US\$1,100
Impact Storytelling for Social Enterprises and Foundations	2	R10,000	US\$1,100
Impromptu Speaking and Thinking on Your Feet	2	R10,000	US\$1,100
Incident and Accident Report Writing for Safety Teams	2	R10,000	US\$1,100
Instructional and Training Material Writing	5	R18,000	US\$1,800
Internal Communication Strategy for Corporate Teams	2	R10,000	US\$1,100
Interpersonal Communication and Active Listening Skills	2	R10,000	US\$1,100
Investigation and Disciplinary Report Writing for Managers	3	R13,000	US\$1,500
Laboratory and Test Report Writing for Quality Teams	3	R13,000	US\$1,500
Media Interview and Spokesperson Skills	2	R10,000	US\$1,100
Message Mapping and Key Message Development for Communicators	2	R10,000	US\$1,100
Minute Taking and Meeting Records	2	R10,000	US\$1,100
Monitoring and Evaluation Report Writing for Programme Staff	3	R13,000	US\$1,500
Negotiation Communication and Written Deal Correspondence	3	R13,000	US\$1,500
Newsletter and Staff Publication Writing for Communicators	3	R13,000	US\$1,500
Note Taking and Summarising Skills for Busy Professionals	2	R10,000	US\$1,100
Persuasive Business Writing and Email Discipline	3	R13,000	US\$1,500
Persuasive Slide Deck Design and Visual Presentation Skills	2	R10,000	US\$1,100
Plain Language Contract and Legal Drafting for Non Lawyers	2	R10,000	US\$1,100
Plain Language Writing for Public and Client Audiences	2	R10,000	US\$1,100
Policy and Procedure Writing for Corporate Governance	3	R13,000	US\$1,500
Presenting Findings to Executives and Boards	3	R13,000	US\$1,500
Presenting Technical Demonstrations and Product Walkthroughs	2	R10,000	US\$1,100
Press Release and Media Kit Writing for Communications Teams	2	R10,000	US\$1,100
Professional Networking, Elevator Pitch and Personal Introduction Skills	2	R10,000	US\$1,100
Proposal and Bid Writing	2	R10,000	US\$1,100
Public Speaking and Confident Presentation Delivery	3	R13,000	US\$1,500
Report Formatting and Document Design in Microsoft Word	2	R10,000	US\$1,100
Report Writing for Government and Public Sector Officials	3	R13,000	US\$1,500
Report Writing for Technical and Operational Teams	5	R18,000	US\$1,800
Research and Survey Report Writing for Analysts	2	R10,000	US\$1,100

Business Communication and Report Writing (continued)

Speech Writing and Public Address Preparation	2	R10,000	US\$1,100
Sponsorship and Partnership Proposal Writing for Fundraisers	2	R10,000	US\$1,100
Standard Operating Procedure and Technical Manual Writing	5	R18,000	US\$1,800
Storyboarding and Scriptwriting for Corporate Video and E-Learning	3	R13,000	US\$1,500
Storytelling and Presentation Skills for Sales and Client Pitches	3	R13,000	US\$1,500
Structured Interviewing and Questioning Skills for Report Writers	2	R10,000	US\$1,100
Technical Writing for Software and Product Documentation	5	R18,000	US\$1,800
Virtual and Hybrid Presentation Skills for Online Meetings	2	R10,000	US\$1,100
Visual Note Taking and Sketchnoting for Meetings	2	R10,000	US\$1,100
White Paper and Thought Leadership Writing for Professionals	3	R13,000	US\$1,500
Writing and Presenting Feasibility Studies and Options Papers	3	R13,000	US\$1,500
Writing Board Resolutions and Company Secretarial Documents	3	R13,000	US\$1,500
Writing Case Studies and Customer Success Stories	2	R10,000	US\$1,100
Writing Effective Project Status and Progress Reports	2	R10,000	US\$1,100
Writing Effective Requests, Reminders and Follow Up Messages	2	R10,000	US\$1,100
Writing Effective Terms of Reference and Scope Documents	2	R10,000	US\$1,100
Writing for Contact Centres and Digital Customer Support Teams	2	R10,000	US\$1,100
Writing for Digital and Mobile Channels in the African Workplace	2	R10,000	US\$1,100
Writing Persuasive Marketing and Sales Copy for Business Teams	2	R10,000	US\$1,100
Writing Persuasive Motivations, Submissions and Appeal Letters	2	R10,000	US\$1,100
Writing Skills for Human Resources Practitioners	3	R13,000	US\$1,500

Construction and Built Environment

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Affordable Housing and Human Settlements Development	3	R13,000	US\$1,500
Alternative Building Technologies and Innovative Construction Materials	3	R13,000	US\$1,500
Aluminium, Glazing and Curtain Wall Installation Supervision	3	R13,000	US\$1,500
Asphalt and Sprayed Seal Road Surfacing Operations	3	R13,000	US\$1,500
Bill of Quantities Preparation and Tender Pricing	3	R13,000	US\$1,500
Bricklaying, Blockwork and Masonry Construction Supervision	2	R10,000	US\$1,100
Bridge Construction and Rehabilitation Supervision	5	R18,000	US\$1,800
Building Condition Assessment and Defect Diagnosis	3	R13,000	US\$1,500
Building Electrical and Mechanical Services Coordination	3	R13,000	US\$1,500
Building Energy Efficiency and SANS 10400-XA Compliance	2	R10,000	US\$1,100
Building Envelope Thermal Performance and Insulation Supervision	2	R10,000	US\$1,100
Building Information Modelling (BIM) for Construction Project Teams	2	R10,000	US\$1,100
Building Plan Examination and Municipal Approvals for Plans Examiners	3	R13,000	US\$1,500
Building Services Commissioning and Systems Handover	3	R13,000	US\$1,500
Built Environment Procurement and Contract Administration	5	R18,000	US\$1,800
Civil Roads and Stormwater Construction Supervision	5	R18,000	US\$1,800
Concrete Repair, Rehabilitation and Structural Strengthening	3	R13,000	US\$1,500
Concrete Technology and Structural Construction Methods	3	R13,000	US\$1,500
Construction Claims, Delay Analysis and Extension of Time	3	R13,000	US\$1,500
Construction Cost Control, Budgeting and Cash Flow Management	3	R13,000	US\$1,500
Construction Dispute Resolution and Adjudication	2	R10,000	US\$1,100
Construction Environmental Management Plan Implementation on Site	2	R10,000	US\$1,100
Construction Estimating and Rate Build Up for Contractors	3	R13,000	US\$1,500
Construction Foreman and Frontline Supervisor Development Programme	5	R18,000	US\$1,800
Construction Labour Productivity and Workforce Planning	2	R10,000	US\$1,100
Construction Materials Testing and On Site Quality Assurance	2	R10,000	US\$1,100
Construction Plant Operator Supervision and Productivity	3	R13,000	US\$1,500
Construction Project Scheduling and Programme Management	3	R13,000	US\$1,500
Construction Quality Plan and Inspection and Test Plan Development	3	R13,000	US\$1,500
Construction Risk Management and Insurance	2	R10,000	US\$1,100
Construction Safety File Compilation and Site Compliance Documentation	2	R10,000	US\$1,100
Construction Site Establishment and Logistics Planning	2	R10,000	US\$1,100
Construction Surveying and Setting Out for Site Teams	3	R13,000	US\$1,500
Construction Waste Management and Circular Economy Practices	2	R10,000	US\$1,100

Construction and Built Environment (continued)

Dam Construction and Water Retaining Structures Supervision	5	R18,000	US\$1,800
Demolition Planning and Controlled Structure Removal	2	R10,000	US\$1,100
Dewatering and Groundwater Control on Construction Sites	2	R10,000	US\$1,100
Digital Site Diaries and Mobile Field Reporting for Construction	2	R10,000	US\$1,100
Dolomite Land and Sinkhole Risk Management for Construction	2	R10,000	US\$1,100
Emerging Contractor Development and CIDB Grading Readiness	5	R18,000	US\$1,800
Excavation Near Existing Services and Utility Location Management	2	R10,000	US\$1,100
Facade Access and Rope Access Coordination for High Rise Buildings	2	R10,000	US\$1,100
Facilities and Building Maintenance Management	2	R10,000	US\$1,100
Facilities Planning and Management	3	R13,000	US\$1,500
Fire Detection and Suppression Systems Installation Supervision	3	R13,000	US\$1,500
Fire Safety Engineering and Rational Design for Buildings	3	R13,000	US\$1,500
Formwork, Falsework and Temporary Works Management	3	R13,000	US\$1,500
Geotechnical Investigation and Foundation Construction	3	R13,000	US\$1,500
HVAC Ducting and Air Conditioning Installation Supervision	3	R13,000	US\$1,500
Infrastructure Asset Management and the ISO 55000 Approach	5	R18,000	US\$1,800
Interim Valuations, Payment Certificates and Cash Flow for Construction	3	R13,000	US\$1,500
Interior Fit Out and Shopfitting Project Supervision	3	R13,000	US\$1,500
JBCC and NEC Contract Administration for Building Projects	3	R13,000	US\$1,500
Kerbing, Paving and Sidewalk Construction Supervision	2	R10,000	US\$1,100
Lean Construction and On Site Productivity Improvement	3	R13,000	US\$1,500
Lift, Escalator and Vertical Transport Installation Coordination	2	R10,000	US\$1,100
Managing Nominated and Domestic Subcontractors on Building Sites	3	R13,000	US\$1,500
Marine, Jetty and Coastal Infrastructure Construction	5	R18,000	US\$1,800
National Building Regulations and Standards Compliance	2	R10,000	US\$1,100
Physical Asset Management	3	R13,000	US\$1,500
Pipeline Laying and Trenchless Construction for Bulk Services	3	R13,000	US\$1,500
Plant, Equipment and Fleet Management for Contractors	2	R10,000	US\$1,100
Plastering, Painting and Interior Finishes Quality Supervision	2	R10,000	US\$1,100
Post Tensioning and Reinforced Concrete Detailing on Site	3	R13,000	US\$1,500
Precast and Modular Construction Methods	3	R13,000	US\$1,500
Property Development Feasibility and Project Appraisal	3	R13,000	US\$1,500
Property Management Essentials	3	R13,000	US\$1,500
Quantity Surveying and Measurement for Building Works	5	R18,000	US\$1,800
Quantity Surveyor Final Accounts and Cost Reporting	3	R13,000	US\$1,500

Construction and Built Environment (continued)

Railway Track Construction and Permanent Way Maintenance	5	R18,000	US\$1,800
Reading Construction Drawings and Technical Specifications	2	R10,000	US\$1,100
Ready Mix Concrete Batching Plant Operations and Quality Control	2	R10,000	US\$1,100
Retaining Walls and Earth Retention Systems Construction	3	R13,000	US\$1,500
Road Pavement Design, Layerworks and Materials Selection	5	R18,000	US\$1,800
Road Signage, Marking and Traffic Accommodation for Roadworks	2	R10,000	US\$1,100
Roofing, Cladding and Waterproofing Systems	2	R10,000	US\$1,100
Rooftop Solar PV Installation and Grid Tie Coordination for Buildings	3	R13,000	US\$1,500
Scaffolding Inspection and Access Systems Management	2	R10,000	US\$1,100
Site Agent and Contracts Manager Development Programme	5	R18,000	US\$1,800
Site Supervision, Workmanship and Quality Control	3	R13,000	US\$1,500
Smart Building Technologies	3	R13,000	US\$1,500
Snagging, Handover and Defects Liability Management	2	R10,000	US\$1,100
Steel Reinforcement Fixing and Bar Bending Supervision	3	R13,000	US\$1,500
Strategic Real Estate Management	3	R13,000	US\$1,500
Structural Steelwork Fabrication and Erection Supervision	3	R13,000	US\$1,500
Sustainable and Green Building Practices	2	R10,000	US\$1,100
Sustainable Real Estate and Green Buildings	3	R13,000	US\$1,500
The Real Estate Development Process	5	R18,000	US\$1,800
Tiling, Screeding and Floor Finishing Installation Supervision	2	R10,000	US\$1,100
Timber and Light Steel Frame Building Construction	3	R13,000	US\$1,500
Tower Crane Operations Planning and Lift Coordination for Building Sites	3	R13,000	US\$1,500
Town Planning, Land Use Rights and Rezoning for Property Developers	3	R13,000	US\$1,500
Township Establishment and Land Servicing Infrastructure	5	R18,000	US\$1,800
Urban Infrastructure Asset Management and Renewal	3	R13,000	US\$1,500
Value Engineering and Buildability Reviews for Construction Projects	3	R13,000	US\$1,500
Water and Sewer Reticulation Design and Construction for Townships	5	R18,000	US\$1,800
Water, Sanitation and Bulk Infrastructure Project Management	5	R18,000	US\$1,800
Wet Services and Plumbing Installation Supervision	3	R13,000	US\$1,500

Data, Digital and Cyber Security

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Active Directory and Windows Server Security Hardening	3	R13,000	US\$1,500
Advanced DAX and Data Modelling in Power BI	2	R10,000	US\$1,100
Advanced Microsoft Excel for Data Analysis and Automation	3	R13,000	US\$1,500
API Security and Web Application Defence	3	R13,000	US\$1,500
Artificial Intelligence for Business Managers	3	R13,000	US\$1,500
Big Data Analytics for Large Scale African Datasets	3	R13,000	US\$1,500
Blockchain and Digital Ledger Technology for Business Leaders	2	R10,000	US\$1,100
Building a Data Driven Culture in the Modern Organisation	2	R10,000	US\$1,100
Business Intelligence Strategy and Self Service Analytics	3	R13,000	US\$1,500
Business Process Automation with Low Code Tools	2	R10,000	US\$1,100
Cloud Computing Migration and Management Strategy	3	R13,000	US\$1,500
Cloud Cost Optimisation and FinOps for IT Teams	2	R10,000	US\$1,100
Cloud Security and Risk Management for Enterprises	5	R18,000	US\$1,800
Conversational AI and Chatbot Deployment for Customer Operations	2	R10,000	US\$1,100
Cross Border Data Transfers and Protection Compliance in Africa	3	R13,000	US\$1,500
Cyber Crisis Simulation and Tabletop Exercise Facilitation	2	R10,000	US\$1,100
Cyber Incident Response and Business Continuity	5	R18,000	US\$1,800
Cyber Risk Oversight for Boards and Executives	2	R10,000	US\$1,100
Cyber Security Awareness Programme Design and Culture Change	2	R10,000	US\$1,100
Cyber Security Essentials for Small and Medium Enterprises	2	R10,000	US\$1,100
Cyber Security for Government and Critical National Infrastructure	5	R18,000	US\$1,800
Cyber Security Fundamentals for Business Teams	3	R13,000	US\$1,500
Cyber Threat Intelligence and Threat Hunting	3	R13,000	US\$1,500
Cybersecurity for Financial Services and Fintech	5	R18,000	US\$1,800
Data Analytics and Dashboard Reporting for Decision Makers	5	R18,000	US\$1,800
Data Analytics for Fraud Detection and Financial Crime	3	R13,000	US\$1,500
Data Analytics with R for Business Decision Making	3	R13,000	US\$1,500
Data Engineering and Pipeline Fundamentals	3	R13,000	US\$1,500
Data Ethics and Responsible AI Deployment	2	R10,000	US\$1,100
Data Governance and Quality Management	3	R13,000	US\$1,500
Data Loss Prevention and Insider Threat Management	2	R10,000	US\$1,100
Data Privacy and POPIA Compliance for Practitioners	2	R10,000	US\$1,100
Data Visualisation and Storytelling with Tableau	3	R13,000	US\$1,500
Data Warehouse and Analytics Platform Modernisation	3	R13,000	US\$1,500

Data, Digital and Cyber Security (continued)

DDoS Mitigation and Network Resilience Planning	2	R10,000	US\$1,100
DevOps Fundamentals and Continuous Delivery Pipelines	3	R13,000	US\$1,500
Digital Forensics and Incident Analysis Fundamentals	5	R18,000	US\$1,800
Digital Literacy and Essential Skills for the Modern Workforce	2	R10,000	US\$1,100
Digital Marketing Analytics and Customer Insight	2	R10,000	US\$1,100
Digital Product Management and Agile Delivery	3	R13,000	US\$1,500
Digital Signatures, PKI and Encryption Key Management	2	R10,000	US\$1,100
Digital Transformation Strategy for African Enterprises	2	R10,000	US\$1,100
Digital Workplace Adoption and Collaboration Tools Rollout	2	R10,000	US\$1,100
Disinformation, Deepfakes and Digital Media Verification	2	R10,000	US\$1,100
Email Security and Anti-Phishing Gateway Management	2	R10,000	US\$1,100
Enterprise Architecture and Technology Roadmap Planning	3	R13,000	US\$1,500
Enterprise Mobile Device and Endpoint Security Management	2	R10,000	US\$1,100
Ethical Hacking and Penetration Testing Fundamentals	5	R18,000	US\$1,800
Excel Power Query and Data Cleaning for Analysts	2	R10,000	US\$1,100
Generative AI and Prompt Engineering for the Workplace	2	R10,000	US\$1,100
Geospatial Data and GIS Mapping for Decision Making	3	R13,000	US\$1,500
Identity and Access Management for Enterprise Systems	3	R13,000	US\$1,500
Information Security Management Systems and ISO 27001 Implementation	5	R18,000	US\$1,800
IoT and Operational Technology Security for Industrial Sites	3	R13,000	US\$1,500
IT Project Management for Digital Initiatives	3	R13,000	US\$1,500
IT Service Management and ITIL Foundations	3	R13,000	US\$1,500
Kubernetes and Container Security for Cloud Native Teams	3	R13,000	US\$1,500
Linux Server Administration and System Hardening	5	R18,000	US\$1,800
Master Data Management and Enterprise Data Architecture	3	R13,000	US\$1,500
Microsoft 365 Security and Compliance Administration	3	R13,000	US\$1,500
MLOps and Machine Learning Model Deployment	3	R13,000	US\$1,500
Mobile Application Security Testing and Assurance	3	R13,000	US\$1,500
Mobile Device Forensics and Digital Evidence Recovery	3	R13,000	US\$1,500
Natural Language Processing for Business Applications	3	R13,000	US\$1,500
Network Security and Infrastructure Protection Essentials	5	R18,000	US\$1,800
OSINT and Open Source Investigation Techniques	3	R13,000	US\$1,500
Payment Card Industry Data Security Standard Implementation	3	R13,000	US\$1,500
Physical and Environmental Security for Data Centres and Server Rooms	2	R10,000	US\$1,100
Power BI Report and Dashboard Design for Business Users	3	R13,000	US\$1,500

Data, Digital and Cyber Security (continued)

Practical Machine Learning for Business Analysts	3	R13,000	US\$1,500
Predictive Analytics and Forecasting with Python	5	R18,000	US\$1,800
Privacy Impact Assessments and Data Protection by Design	2	R10,000	US\$1,100
Python Programming Fundamentals for Data Professionals	5	R18,000	US\$1,800
Ransomware Readiness and Backup Recovery Planning	3	R13,000	US\$1,500
Robotic Process Automation Design and Deployment	3	R13,000	US\$1,500
Secure Software Development and DevSecOps Practices	3	R13,000	US\$1,500
Secure System Configuration and CIS Benchmark Hardening	3	R13,000	US\$1,500
Securing Remote and Hybrid Workforces	2	R10,000	US\$1,100
Security Metrics and Performance Reporting for Cyber Teams	2	R10,000	US\$1,100
Security Operations Centre Fundamentals and Threat Monitoring	5	R18,000	US\$1,800
Serverless and Cloud Native Application Design	3	R13,000	US\$1,500
SIEM Deployment and Log Management for Security Teams	3	R13,000	US\$1,500
Social Engineering and Phishing Defence for Employees	2	R10,000	US\$1,100
Software Supply Chain Security and Dependency Risk	2	R10,000	US\$1,100
SQL and Data Querying Fundamentals for Analysts	3	R13,000	US\$1,500
SQL Server Database Administration and Security	3	R13,000	US\$1,500
Threat Modelling and Secure Systems Architecture	3	R13,000	US\$1,500
Vulnerability Management and Patch Governance	2	R10,000	US\$1,100
Wireless and Wi-Fi Network Security for Enterprises	2	R10,000	US\$1,100
Zero Trust Architecture Design and Implementation	3	R13,000	US\$1,500

Electrical and Instrumentation

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Advanced Electrical Engineering for Industrial Plant	5	R18,000	US\$1,800
Advanced Process Control and Model Predictive Control	5	R18,000	US\$1,800
Arc Flash Hazard Assessment and Incident Energy Analysis	2	R10,000	US\$1,100
Battery Energy Storage System Design and Integration	5	R18,000	US\$1,800
Boiler Combustion Control and Burner Management	5	R18,000	US\$1,800
Circuit Breaker Timing and Diagnostic Testing	2	R10,000	US\$1,100
Control Valve Sizing, Selection and Tuning	5	R18,000	US\$1,800
Current and Voltage Transformer Testing and Commissioning	3	R13,000	US\$1,500
Custody Transfer and Fiscal Metering Systems	5	R18,000	US\$1,800
Dissolved Gas Analysis for Transformer and Cable Condition Monitoring	3	R13,000	US\$1,500
Distributed Control Systems Configuration and Operation	5	R18,000	US\$1,800
Distribution Transformer Selection and Fault Diagnosis	3	R13,000	US\$1,500
Earthing, Bonding and Lightning Protection	2	R10,000	US\$1,100
Electrical and Instrumentation Systems Design and Installation	5	R18,000	US\$1,800
Electrical Motor Installation, Control and Protection	3	R13,000	US\$1,500
Electrical Panel Building and Wiring Standards	3	R13,000	US\$1,500
Electrical Protection Coordination and Relay Setting	3	R13,000	US\$1,500
Electrical Safety and Safe Working Practices	2	R10,000	US\$1,100
Electricity Economics and Power Market Fundamentals	3	R13,000	US\$1,500
Energy Efficiency and Heat Rate Improvement in Power Stations	3	R13,000	US\$1,500
Energy Isolation, Lockout and Permit to Work	2	R10,000	US\$1,100
Fault Finding and Repair of Industrial Electrical Equipment	3	R13,000	US\$1,500
Functional Safety of Machinery Control Systems	5	R18,000	US\$1,800
Fundamentals of Renewable Energy Systems	3	R13,000	US\$1,500
Generation Scheduling, Unit Commitment and Economic Dispatch	3	R13,000	US\$1,500
Generator Excitation and Automatic Voltage Regulation Systems	5	R18,000	US\$1,800
Harmonic Analysis and Filter Design for Industrial Networks	3	R13,000	US\$1,500
Hazardous Area Instrumentation and Ex Equipment	5	R18,000	US\$1,800
High Voltage Switchgear Operation and Field Maintenance	5	R18,000	US\$1,800
HMI Design and Operator Effectiveness	3	R13,000	US\$1,500
Industrial Alarm Management and Rationalisation	3	R13,000	US\$1,500
Industrial and Commercial Lighting Design	3	R13,000	US\$1,500
Industrial Control System Cybersecurity	5	R18,000	US\$1,800
Industrial Data Communications and Fieldbus Networks	5	R18,000	US\$1,800

Electrical and Instrumentation (continued)

Infrared Thermography for Predictive Electrical Maintenance	3	R13,000	US\$1,500
Low, Medium and High Voltage Circuit Breaker Maintenance	3	R13,000	US\$1,500
Medium Voltage Distribution Equipment Operation and Upkeep	3	R13,000	US\$1,500
Modern Power System Operation and Control	5	R18,000	US\$1,800
PLC Programming and Industrial Automation	5	R18,000	US\$1,800
Power and Distribution Transformer Operation and Maintenance	5	R18,000	US\$1,800
Power Cable Selection, Installation and Fault Location	3	R13,000	US\$1,500
Power Quality Improvement and Harmonic Mitigation	3	R13,000	US\$1,500
Power System Analysis and Load Flow Studies	5	R18,000	US\$1,800
Power Utility Operations and Management Essentials	3	R13,000	US\$1,500
Process Control Loop Tuning and Optimisation	5	R18,000	US\$1,800
Process Measurement, Instrumentation and Control Fundamentals	5	R18,000	US\$1,800
Railway Traction Power Supply Systems	3	R13,000	US\$1,500
Revenue Protection, Metering and Technical Loss Reduction	3	R13,000	US\$1,500
Safety Instrumented Systems and Functional Safety	5	R18,000	US\$1,800
SCADA and Industrial Control Systems	3	R13,000	US\$1,500
Solar Photovoltaic System Design and Commissioning	5	R18,000	US\$1,800
Substation Design, Operation and Control	5	R18,000	US\$1,800
Substation Safety Awareness for Site Personnel	2	R10,000	US\$1,100
Switchgear and Protection Relay Systems	5	R18,000	US\$1,800
Synchrophasor Measurement and Wide Area Monitoring	3	R13,000	US\$1,500
Transmission and Distribution Network Operation and Design	5	R18,000	US\$1,800
Uninterruptible Power Supply and Battery Backup Systems	2	R10,000	US\$1,100
Variable Speed Drives and Soft Starter Systems	3	R13,000	US\$1,500

Energy, Environment and Sustainability

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Battery Energy Storage Systems for Commercial and Industrial Sites	3	R13,000	US\$1,500
Biodiversity Management and Environmental Impact Assessment	3	R13,000	US\$1,500
Biogas and Anaerobic Digestion for Agriculture and Agro-Processing	3	R13,000	US\$1,500
Building Energy Retrofits and Efficiency Upgrade Management	2	R10,000	US\$1,100
Carbon Capture, Utilisation and Storage Fundamentals	2	R10,000	US\$1,100
Carbon Markets, Offsets and Voluntary Credit Project Development	3	R13,000	US\$1,500
Carbon Tax, Emissions Reporting and Decarbonisation Planning	3	R13,000	US\$1,500
Circular Economy and Industrial Resource Recovery	3	R13,000	US\$1,500
Clean Cooking Solutions and Household Energy Access	2	R10,000	US\$1,100
Cleaner Production and Pollution Prevention for Manufacturing	3	R13,000	US\$1,500
Climate Disclosure and TCFD Aligned Reporting	2	R10,000	US\$1,100
Climate Risk Assessment and Adaptation Planning	2	R10,000	US\$1,100
Climate Smart Agriculture and Food System Resilience	5	R18,000	US\$1,800
Coastal and Marine Resource Management for the Blue Economy	3	R13,000	US\$1,500
Community Engagement and Social Licence for Energy and Mining Projects	2	R10,000	US\$1,100
Concentrated Solar Power Plant Operations and Maintenance	3	R13,000	US\$1,500
Contaminated Land Assessment and Site Remediation	3	R13,000	US\$1,500
Corporate Net Zero Target Setting and Science Based Targets	3	R13,000	US\$1,500
Corporate Power Purchase Agreements and Energy Offtake Strategy	3	R13,000	US\$1,500
Corporate Sustainability Reporting with GRI Standards	3	R13,000	US\$1,500
Decarbonising Heavy Industry: Cement, Steel and Chemicals	3	R13,000	US\$1,500
Demand Side Management and Energy Load Optimisation	2	R10,000	US\$1,100
Distributed Energy Resources and Virtual Power Plant Management	2	R10,000	US\$1,100
Electric Vehicle Charging Infrastructure Planning and Rollout	2	R10,000	US\$1,100
Electricity Tariff Analysis and Cost Management for Large Power Users	2	R10,000	US\$1,100
Energy Data Analytics and Smart Metering for Facilities	2	R10,000	US\$1,100
Energy Efficiency in Motors, Pumps and Fan Systems	2	R10,000	US\$1,100
Energy Management and Load Shedding Resilience for Operations	5	R18,000	US\$1,800
Energy Management Systems and ISO 50001 Implementation	3	R13,000	US\$1,500
Energy Performance Contracting and ESCO Project Development	3	R13,000	US\$1,500
Environmental and Occupational Health Management Systems	5	R18,000	US\$1,800
Environmental Authorisation and Basic Assessment Reporting	5	R18,000	US\$1,800
Environmental Awareness and Sustainability for the Workforce	2	R10,000	US\$1,100
Environmental Compliance and Waste Management for Industry	5	R18,000	US\$1,800

Energy, Environment and Sustainability (continued)

Environmental Due Diligence for Mergers and Acquisitions	2	R10,000	US\$1,100
Environmental Incident Response and Pollution Emergency Management	3	R13,000	US\$1,500
Environmental Law and Regulatory Compliance for African Operations	3	R13,000	US\$1,500
Environmental Monitoring and Compliance Auditing for Facilities	3	R13,000	US\$1,500
ESG Due Diligence and Responsible Investment Screening	3	R13,000	US\$1,500
ESG Reporting and Sustainability Strategy	5	R18,000	US\$1,800
Fleet Decarbonisation and Sustainable Transport Management	3	R13,000	US\$1,500
Forestry, Afforestation and Carbon Sequestration Projects	3	R13,000	US\$1,500
Geothermal Energy Resource Assessment and Development	3	R13,000	US\$1,500
Green Bonds and Climate Finance for Infrastructure	3	R13,000	US\$1,500
Green Building Design and Sustainable Construction	3	R13,000	US\$1,500
Green Data Centre Design and Energy Efficient IT Operations	2	R10,000	US\$1,100
Green Hydrogen and Emerging Energy Technologies	2	R10,000	US\$1,100
Green Marketing and Anti-Greenwashing Compliance	2	R10,000	US\$1,100
Greenhouse Gas Inventory and Carbon Footprint Accounting	3	R13,000	US\$1,500
Hazardous Waste Classification, Handling and Safe Disposal	2	R10,000	US\$1,100
Household and Municipal Solid Waste Management	3	R13,000	US\$1,500
HVAC and Refrigeration Energy Efficiency for Commercial Buildings	3	R13,000	US\$1,500
Industrial Air Quality and Emissions Control	2	R10,000	US\$1,100
Industrial Energy Auditing and Efficiency Improvement	2	R10,000	US\$1,100
Industrial Steam and Boiler Energy Efficiency Optimisation	3	R13,000	US\$1,500
Industrial Wastewater Treatment and Effluent Compliance	3	R13,000	US\$1,500
Just Energy Transition and Workforce Reskilling	2	R10,000	US\$1,100
Life Cycle Assessment and Environmental Product Declarations	3	R13,000	US\$1,500
Long Duration Energy Storage: Pumped Hydro and Thermal Systems	3	R13,000	US\$1,500
Measurement and Verification for Energy Savings Projects	3	R13,000	US\$1,500
Microgrid and Mini Grid Planning for Rural Electrification	3	R13,000	US\$1,500
Mine Closure and Environmental Rehabilitation Planning	5	R18,000	US\$1,800
Natural Capital Accounting and Ecosystem Services Valuation	2	R10,000	US\$1,100
Nature Based Solutions for Climate and Water Resilience	2	R10,000	US\$1,100
Off Grid Solar and Solar Home Systems for Energy Access	5	R18,000	US\$1,800
Plastics Pollution and Packaging Waste Reduction	2	R10,000	US\$1,100
Renewable Energy Grid Integration and Grid Code Compliance	3	R13,000	US\$1,500
Renewable Energy Policy and Regulation for the African Power Sector	3	R13,000	US\$1,500
Renewable Energy Project Finance and Bankability	5	R18,000	US\$1,800

Energy, Environment and Sustainability (continued)

Scope 3 and Value Chain Emissions Accounting	3	R13,000	US\$1,500
Small Hydropower Development and Plant Operations	3	R13,000	US\$1,500
Solar PV System Design and Installation Supervision	5	R18,000	US\$1,800
Solar Water Heating and Solar Thermal for Commercial Buildings	2	R10,000	US\$1,100
Solar, Wheeling and Alternative Power Procurement	3	R13,000	US\$1,500
Sustainability Linked Finance and Green Loan Structuring	2	R10,000	US\$1,100
Sustainability Reporting Assurance and Third Party Verification	3	R13,000	US\$1,500
Sustainable Event Management and Green Conferencing	2	R10,000	US\$1,100
Sustainable Fisheries and Aquaculture Management	3	R13,000	US\$1,500
Sustainable Land Use and Agricultural Resource Management	2	R10,000	US\$1,100
Sustainable Mining and ESG Performance in the Extractives Sector	5	R18,000	US\$1,800
Sustainable Procurement and Green Public Purchasing	2	R10,000	US\$1,100
Sustainable Supply Chain and Responsible Sourcing	2	R10,000	US\$1,100
Sustainable Tourism and Eco-Lodge Environmental Management	3	R13,000	US\$1,500
Waste Minimisation, Recycling and Extended Producer Responsibility	3	R13,000	US\$1,500
Waste Recycling Enterprises and the Informal Waste Economy	3	R13,000	US\$1,500
Waste to Energy and Landfill Gas Recovery Projects	3	R13,000	US\$1,500
Water Efficiency, Reuse and Rainwater Harvesting for Facilities	3	R13,000	US\$1,500
Water Resource Management and Sustainable Treatment Systems	3	R13,000	US\$1,500
Water Stewardship and Supply Risk Management	2	R10,000	US\$1,100
Water Use Licensing and Catchment Management	3	R13,000	US\$1,500
Wind Energy Operations and Turbine Asset Management	5	R18,000	US\$1,800

Finance and Budgeting

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Accounts Payable and Expense Management Best Practice	2	R10,000	US\$1,100
Accounts Receivable Analytics and Performance Optimisation	3	R13,000	US\$1,500
Activity Based Costing for Manufacturing and Services	3	R13,000	US\$1,500
Advanced Budgeting Methods and Techniques	3	R13,000	US\$1,500
Advanced Excel Skills for Finance Professionals	3	R13,000	US\$1,500
Advanced Financial Analysis for Business Performance	3	R13,000	US\$1,500
Bank Reconciliation and Cash Book Management	2	R10,000	US\$1,100
Behavioural Finance and Decision Psychology for Money Managers	3	R13,000	US\$1,500
Budget Analysis and Variance Interpretation	2	R10,000	US\$1,100
Budget Preparation, Allocation and Spending Control	3	R13,000	US\$1,500
Budget Presentation and Board Reporting for Finance Teams	2	R10,000	US\$1,100
Budgeting and Financial Management for Education Institutions	5	R18,000	US\$1,800
Budgeting, Forecasting and Cost Control	5	R18,000	US\$1,800
Capital Investment Appraisal and Project Evaluation	3	R13,000	US\$1,500
Capital Structure and Financing Decisions for Growing Businesses	5	R18,000	US\$1,800
Carbon Accounting and Environmental Cost Reporting for Finance Teams	2	R10,000	US\$1,100
Cash Flow and Working Capital Management	3	R13,000	US\$1,500
Cash Handling, Till Control and Point of Sale Reconciliation	2	R10,000	US\$1,100
Confident Financial Presentations and Persuasive Reporting	2	R10,000	US\$1,100
Contract Costing and Billing for Professional Services Firms	3	R13,000	US\$1,500
Contractor Financial Management and Progress Payment Control	3	R13,000	US\$1,500
Corporate Finance Fundamentals for Aspiring Finance Managers	3	R13,000	US\$1,500
Corporate Tax Planning and Compliance for Finance Teams	3	R13,000	US\$1,500
Corporate Treasury and Liquidity Management	3	R13,000	US\$1,500
Cost Accounting and Effective Cost Management	5	R18,000	US\$1,800
Cost Accounting for Hotels and Hospitality Operations	3	R13,000	US\$1,500
Cost Allocation and Overhead Recovery Methods	2	R10,000	US\$1,100
Cost Benefit Analysis for Public Investment Decisions	3	R13,000	US\$1,500
Cost Estimating and Pricing for Tenders and Contracts	3	R13,000	US\$1,500
Cost Management for Mining and Resources Operations	3	R13,000	US\$1,500
Cost Recovery and User Charge Setting for Public Entities	2	R10,000	US\$1,100
Cost Reduction and Profit Improvement Strategies	2	R10,000	US\$1,100
Cost Volume Profit Analysis and Breakeven Decision Making	2	R10,000	US\$1,100
Credit Control and Debtors Management	2	R10,000	US\$1,100

Finance and Budgeting (continued)

Data Analytics for Fraud Detection and Anomaly Spotting	3	R13,000	US\$1,500
Debt and Loan Portfolio Management for Finance Officers	3	R13,000	US\$1,500
Departmental Budget Management for Operational Line Managers	2	R10,000	US\$1,100
Econometrics for Managerial Decision Making	3	R13,000	US\$1,500
ERP Finance Module Implementation and Post Go Live Optimisation	3	R13,000	US\$1,500
Feasibility Studies and Business Planning for Projects	3	R13,000	US\$1,500
Finance for Non-Financial Managers	3	R13,000	US\$1,500
Finance Shared Services and Global Business Services Setup	3	R13,000	US\$1,500
Financial Analysis and Decision Support for Business Partners	5	R18,000	US\$1,800
Financial Controls for Branch and Multi Site Operations	3	R13,000	US\$1,500
Financial Decision Making for Cooperatives and SACCO Managers	3	R13,000	US\$1,500
Financial Due Diligence and Business Health Checks for SMEs	3	R13,000	US\$1,500
Financial Governance and Delegation of Authority Frameworks	2	R10,000	US\$1,100
Financial KPI Dashboards and Performance Scorecards	2	R10,000	US\$1,100
Financial Literacy and Budgeting for Team Supervisors	2	R10,000	US\$1,100
Financial Management for Agribusiness and Farming Enterprises	3	R13,000	US\$1,500
Financial Management for Airlines and Aviation Operators	3	R13,000	US\$1,500
Financial Management for Banks and Microfinance Institutions	5	R18,000	US\$1,800
Financial Management for Faith Based and Community Organisations	2	R10,000	US\$1,100
Financial Management for Franchise Networks and Multi Brand Owners	2	R10,000	US\$1,100
Financial Management for Hospitals and Healthcare Administrators	3	R13,000	US\$1,500
Financial Management for Insurance and Assurance Providers	3	R13,000	US\$1,500
Financial Management for Manufacturing Plant Controllers	3	R13,000	US\$1,500
Financial Management for Non Profit and NGO Organisations	3	R13,000	US\$1,500
Financial Management for Pension and Retirement Funds	2	R10,000	US\$1,100
Financial Management for Property and Real Estate Portfolios	3	R13,000	US\$1,500
Financial Management for Retail and Multi Store Chains	3	R13,000	US\$1,500
Financial Management for Start Ups and Entrepreneurs	5	R18,000	US\$1,800
Financial Management for Telecommunications Operators	3	R13,000	US\$1,500
Financial Management for Transport and Logistics Operators	2	R10,000	US\$1,100
Financial Management for Utility and Water Service Providers	3	R13,000	US\$1,500
Financial Modelling and Business Valuation	5	R18,000	US\$1,800
Financial Modelling and Forecasting in Excel	5	R18,000	US\$1,800
Financial Planning and Analysis for Business Growth	5	R18,000	US\$1,800
Financial Planning and Business Partnering	3	R13,000	US\$1,500

Finance and Budgeting (continued)

Financial Risk Management and Hedging with Derivatives	5	R18,000	US\$1,800
Financial Statement Analysis and Reporting	5	R18,000	US\$1,800
Financial Storytelling and Data Visualisation for Finance Professionals	2	R10,000	US\$1,100
Fixed Asset Accounting and Capital Expenditure Control	2	R10,000	US\$1,100
Foreign Currency Accounting and Exchange Differences	3	R13,000	US\$1,500
Forensic Accounting and Financial Statement Fraud Detection	3	R13,000	US\$1,500
Forensic Accounting and Investigative Analysis	5	R18,000	US\$1,800
Grant Fund Accounting and Donor Financial Compliance	3	R13,000	US\$1,500
Group Financial Reporting and Consolidation Fundamentals	5	R18,000	US\$1,800
IFRS Technical Update and Application	3	R13,000	US\$1,500
Integrated Financial Analysis, Modelling and Forecasting	5	R18,000	US\$1,800
Internal Controls and Fraud Risk Management	3	R13,000	US\$1,500
Interpreting and Analysing Financial Statements	3	R13,000	US\$1,500
Interpreting Financial Ratios for Operational and Line Managers	2	R10,000	US\$1,100
Inventory Costing and Stock Valuation for Finance Teams	2	R10,000	US\$1,100
Investment Appraisal Methods for Capital Projects	3	R13,000	US\$1,500
Islamic Finance and Sharia Compliant Financial Management	2	R10,000	US\$1,100
Management Accounting and Costing	5	R18,000	US\$1,800
Management Accounting Essentials for Decision Support	3	R13,000	US\$1,500
Mergers, Acquisitions and Due Diligence Finance	3	R13,000	US\$1,500
Month End Close and General Ledger Reconciliation	2	R10,000	US\$1,100
Municipal Budgeting and MFMA Financial Reporting	5	R18,000	US\$1,800
Optimising Working Capital and Cash Flow Cycles	3	R13,000	US\$1,500
Payroll Management and Statutory Compliance	2	R10,000	US\$1,100
Petty Cash and Imprest System Controls	2	R10,000	US\$1,100
Planning, Budgeting and Management Reporting Cycle	5	R18,000	US\$1,800
Predictive Finance Analytics and Machine Learning for Finance Teams	3	R13,000	US\$1,500
Preventing Fraud with Strong Internal Control Systems	3	R13,000	US\$1,500
Principles of Corporate Finance for Managers	3	R13,000	US\$1,500
Procurement Finance and Supply Chain Cost Management	2	R10,000	US\$1,100
Project and Infrastructure Finance	5	R18,000	US\$1,800
Project Finance and Economic Feasibility Analysis	5	R18,000	US\$1,800
Project Finance and Infrastructure Funding	5	R18,000	US\$1,800
Property Investment Analysis and Appraisal	3	R13,000	US\$1,500
Public Sector Budgeting and PFMA Compliance	3	R13,000	US\$1,500

Finance and Budgeting (continued)

Real Estate Finance for Development and Investment	5	R18,000	US\$1,800
Real Estate Financial Modelling	5	R18,000	US\$1,800
Real Estate Market Analysis and Property Appraisal	3	R13,000	US\$1,500
Real Estate Portfolio Management	3	R13,000	US\$1,500
Revenue Assurance and Billing Integrity for Finance Teams	5	R18,000	US\$1,800
Robotic Process Automation and Digital Transformation in Finance	2	R10,000	US\$1,100
Rolling Forecasts and Driver Based Planning	2	R10,000	US\$1,100
Root Cause Analysis for Financial Risk and Loss Events	5	R18,000	US\$1,800
Scenario and Sensitivity Analysis for Financial Forecasting	3	R13,000	US\$1,500
Standard Costing and Variance Analysis for Production Environments	3	R13,000	US\$1,500
Strategic Capital Investment and Value Measurement	5	R18,000	US\$1,800
Supply Chain Finance and Working Capital Optimisation	2	R10,000	US\$1,100
Sustainable Finance, Green Bonds and Climate Budgeting	3	R13,000	US\$1,500
Trade Finance, Letters of Credit and Documentary Collections	3	R13,000	US\$1,500
Transfer Pricing Documentation and Compliance for Multinationals	3	R13,000	US\$1,500
Working with External Auditors and Preparing for the Annual Audit	2	R10,000	US\$1,100
Zero Based Budgeting and Departmental Cost Ownership	3	R13,000	US\$1,500

Governance, Risk and Compliance

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Anti-Bribery Management System ISO 37001 Implementation	3	R13,000	US\$1,500
Anti-Money Laundering and Financial Crime Risk Management	3	R13,000	US\$1,500
Applying the King IV Code in Practice	3	R13,000	US\$1,500
Audit Committee Effectiveness and Financial Oversight	2	R10,000	US\$1,100
Board Induction, Evaluation and Director Development	2	R10,000	US\$1,100
Board Risk Committee Effectiveness and Oversight	2	R10,000	US\$1,100
Business Continuity Management and Operational Resilience	3	R13,000	US\$1,500
Climate Risk Governance and Board Oversight	2	R10,000	US\$1,100
Company Secretarial Practice and Board Support	5	R18,000	US\$1,800
Competition Law Compliance and Risk Management	2	R10,000	US\$1,100
Compliance Monitoring and Testing Programme Design	3	R13,000	US\$1,500
Compliance Risk Management Plan Development	3	R13,000	US\$1,500
Compliance Training and Awareness Programme Design	2	R10,000	US\$1,100
Compliance Universe Mapping and Regulatory Change Management	5	R18,000	US\$1,800
Compliance, Ethics and Anti-Corruption	3	R13,000	US\$1,500
Conflict of Interest and Declarations Management	2	R10,000	US\$1,100
Contract Risk Management and Governance	2	R10,000	US\$1,100
Corporate Compliance Officer Foundation Programme	5	R18,000	US\$1,800
Corporate Governance and Board Effectiveness	3	R13,000	US\$1,500
Corporate Governance for Banks and Deposit Taking Institutions	5	R18,000	US\$1,800
Corporate Governance for JSE Listed Companies	2	R10,000	US\$1,100
COSO Internal Control Framework Implementation	3	R13,000	US\$1,500
Cross Border Data Transfer Governance for African Operations	2	R10,000	US\$1,100
Cybersecurity Governance and IT Risk Management	3	R13,000	US\$1,500
Data Breach Response and Notification Governance	2	R10,000	US\$1,100
Data Protection Compliance across African Markets	3	R13,000	US\$1,500
Delegation of Authority and Approvals Framework Design	2	R10,000	US\$1,100
Enterprise Governance of IT with COBIT	3	R13,000	US\$1,500
Enterprise Risk Management in Practice	5	R18,000	US\$1,800
Environmental and Social Impact Assessment Governance	3	R13,000	US\$1,500
ESG Risk Management and Sustainability Reporting	3	R13,000	US\$1,500
Ethics Management and Building an Ethical Culture	3	R13,000	US\$1,500
External Audit Processes and Methodologies	3	R13,000	US\$1,500
FAIS Compliance and Representative Supervision	3	R13,000	US\$1,500

Governance, Risk and Compliance (continued)

Family Business Governance and Succession Charters	2	R10,000	US\$1,100
First Line Risk Ownership for Operational Managers	2	R10,000	US\$1,100
Fit and Proper Assessment and Key Person Compliance	2	R10,000	US\$1,100
Fraud Awareness and Red Flag Detection for Employees	2	R10,000	US\$1,100
Fraud Data Analytics and Continuous Transaction Monitoring	3	R13,000	US\$1,500
Fraud Risk Management and Forensic Investigation	3	R13,000	US\$1,500
Governance and Compliance for Cooperatives and SACCOs	2	R10,000	US\$1,100
Governance and Compliance for Higher Education Councils	3	R13,000	US\$1,500
Governance and Compliance for Non Profit and NGO Boards	2	R10,000	US\$1,100
Governance and Risk for Medical Schemes and Healthcare Funders	3	R13,000	US\$1,500
Governance and Risk Management for the Mining and Extractives Sector	5	R18,000	US\$1,800
Governance of Artificial Intelligence and Emerging Technology	2	R10,000	US\$1,100
Governance of Digital Assets and Crypto Asset Compliance	2	R10,000	US\$1,100
Governance of Mergers, Acquisitions and Corporate Transactions	3	R13,000	US\$1,500
Governance of Outsourcing and Cloud Service Arrangements	3	R13,000	US\$1,500
Governance of Pension and Retirement Fund Trustees	5	R18,000	US\$1,800
Governance of Public Private Partnerships and Concessions	3	R13,000	US\$1,500
Governance of State Owned Entities and Public Boards	3	R13,000	US\$1,500
Governance of Trusts and Fiduciary Duty Management	2	R10,000	US\$1,100
Grant and Donor Compliance for Development Programmes	3	R13,000	US\$1,500
GRC Technology and Systems Implementation	5	R18,000	US\$1,800
Implementing the Three Lines Model and Assurance Coordination	3	R13,000	US\$1,500
Information Officer Duties and PAIA Compliance	2	R10,000	US\$1,100
Insider Trading and Market Abuse Compliance	2	R10,000	US\$1,100
Insurance Governance and Prudential Compliance	3	R13,000	US\$1,500
Integrated Reporting and Governance Disclosure	3	R13,000	US\$1,500
Internal Audit and Combined Assurance in Practice	5	R18,000	US\$1,800
Internal Controls over Financial Reporting Implementation	3	R13,000	US\$1,500
Key Risk Indicators and Risk Reporting Dashboards	2	R10,000	US\$1,100
Know Your Customer and Customer Due Diligence Practice	3	R13,000	US\$1,500
Market Conduct and Consumer Protection Compliance	3	R13,000	US\$1,500
Model Risk Governance and Validation	3	R13,000	US\$1,500
Municipal Governance and MFMA Compliance	3	R13,000	US\$1,500
National Credit Act Compliance for Credit Providers	3	R13,000	US\$1,500
Occupational Health, Safety and Environmental Governance	2	R10,000	US\$1,100

Governance, Risk and Compliance (continued)

Operational Risk and Control Self Assessment	3	R13,000	US\$1,500
POPIA and Information Governance	3	R13,000	US\$1,500
Project Risk Management and Governance	3	R13,000	US\$1,500
Public Procurement Compliance and Bid Rigging Prevention	3	R13,000	US\$1,500
Public Sector Governance and PFMA Compliance	3	R13,000	US\$1,500
Quantitative Risk Analysis and Monte Carlo Modelling	3	R13,000	US\$1,500
Records and Information Lifecycle Governance	2	R10,000	US\$1,100
Regulatory Examination and Supervisory Engagement Management	2	R10,000	US\$1,100
Regulatory Licensing and Authorisation Management	2	R10,000	US\$1,100
Regulatory Reporting and Returns for Financial Institutions	3	R13,000	US\$1,500
Regulatory Sandbox and Fintech Compliance Management	3	R13,000	US\$1,500
Reputational Risk Management and Crisis Governance	2	R10,000	US\$1,100
Risk Appetite and Tolerance Framework Design	3	R13,000	US\$1,500
Risk Culture Assessment and Behavioural Risk Management	2	R10,000	US\$1,100
Risk Management for Municipalities and Local Government	3	R13,000	US\$1,500
Risk Management for Small and Medium Enterprises	2	R10,000	US\$1,100
Sanctions and Export Control Compliance Management	3	R13,000	US\$1,500
Social and Ethics Committee Management and Reporting	2	R10,000	US\$1,100
Supplier Code of Conduct and Ethical Sourcing Governance	2	R10,000	US\$1,100
Supply Chain Risk and Procurement Governance	5	R18,000	US\$1,800
The Evolving Role of the Compliance Officer	3	R13,000	US\$1,500
Third Party and Vendor Risk Management	2	R10,000	US\$1,100
Whistleblowing and Ethics Hotline Management	2	R10,000	US\$1,100

Health and Safety

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Airside and Ground Handling Safety for Aviation Operations	3	R13,000	US\$1,500
Arc Flash Hazard Assessment and Safe Working Distances	3	R13,000	US\$1,500
Asbestos Awareness and Safe Removal Management	3	R13,000	US\$1,500
Bloodborne Pathogens and Biological Hazard Control	2	R10,000	US\$1,100
Cold Storage and Refrigerated Environment Safety	2	R10,000	US\$1,100
Combustible Dust and Explosion Hazard Management	3	R13,000	US\$1,500
Commercial Kitchen and Catering Safety Management	2	R10,000	US\$1,100
Compressed Gas Cylinder Handling and Storage Safety	2	R10,000	US\$1,100
Confined Space Rescue and Standby Attendant Duties	3	R13,000	US\$1,500
Construction Health and Safety Management	5	R18,000	US\$1,800
Contractor Safety Management and Site Induction	2	R10,000	US\$1,100
Crane, Rigging and Lifting Operations Safety	3	R13,000	US\$1,500
Cryogenic and Liquefied Gas Handling Safety	2	R10,000	US\$1,100
Digital Safety Management and Incident Reporting Systems	3	R13,000	US\$1,500
Drone and Unmanned Aircraft Operational Safety	2	R10,000	US\$1,100
Dropped Object Prevention for Elevated Work	2	R10,000	US\$1,100
Electrical Safety and Lockout Tagout Procedures	3	R13,000	US\$1,500
Electrical Safety Awareness for Non-Electrical Workers	2	R10,000	US\$1,100
Emergency Response Team and Incident Command	5	R18,000	US\$1,800
Environmental Management and ISO 14001 Implementation	3	R13,000	US\$1,500
Ergonomics and Manual Handling in the Workplace	2	R10,000	US\$1,100
Excavation, Trenching and Ground Collapse Prevention	3	R13,000	US\$1,500
Explosives Handling and Blasting Safety for Mining Operations	5	R18,000	US\$1,800
Fall Arrest Equipment Inspection and Rescue Planning	2	R10,000	US\$1,100
Fatigue and Shift Work Safety Management	2	R10,000	US\$1,100
Fire Risk Assessment and Emergency Preparedness	3	R13,000	US\$1,500
First Aid and Emergency Medical Response in the Workplace	2	R10,000	US\$1,100
Forklift and Powered Industrial Truck Safety Management	3	R13,000	US\$1,500
Foundry and Molten Metal Handling Safety	3	R13,000	US\$1,500
Fuel Depot and Filling Station Safety Management	3	R13,000	US\$1,500
Hand Arm and Whole Body Vibration Exposure Management	2	R10,000	US\$1,100
Hazard Identification and Risk Assessment	3	R13,000	US\$1,500
Hazardous Chemical Substances, GHS Labelling and Storage	3	R13,000	US\$1,500
Hazardous Substance Spill Response and Containment	2	R10,000	US\$1,100

Health and Safety (continued)

Health and Safety Committee Effectiveness and Worker Consultation	2	R10,000	US\$1,100
Health and Safety in the Agricultural Sector	3	R13,000	US\$1,500
Heat Stress and Thermal Comfort Management	2	R10,000	US\$1,100
High Voltage Switching and Substation Safety	5	R18,000	US\$1,800
Hot Work, Welding and Gas Cutting Safety	2	R10,000	US\$1,100
Hydrogen Sulphide Awareness and Atmospheric Gas Monitoring	2	R10,000	US\$1,100
Incident Investigation and Root Cause Analysis	3	R13,000	US\$1,500
Job Safety Analysis and Point of Work Risk Assessment	2	R10,000	US\$1,100
Laboratory Health and Safety and Chemical Hygiene	3	R13,000	US\$1,500
Ladder and Portable Access Equipment Safety	2	R10,000	US\$1,100
Legal Safety Appointments and Duties of the Responsible Person	2	R10,000	US\$1,100
Legionella Control and Water Hygiene Management	2	R10,000	US\$1,100
Lithium Battery Storage and Fire Safety Management	2	R10,000	US\$1,100
Local Exhaust Ventilation and Dust Extraction Management	3	R13,000	US\$1,500
Lone Worker and Remote Site Safety Management	2	R10,000	US\$1,100
Machine Guarding and Mechanical Safety for Production Lines	3	R13,000	US\$1,500
Mental Health First Aid and Psychosocial Risk Management	3	R13,000	US\$1,500
Mine Health and Safety Act Compliance	3	R13,000	US\$1,500
Mobile Elevating Work Platform Safety and Operation	2	R10,000	US\$1,100
Noise Management and Hearing Conservation Programmes	2	R10,000	US\$1,100
Occupational Dermatitis and Skin Exposure Prevention	2	R10,000	US\$1,100
Occupational Driving and Road Risk Management	3	R13,000	US\$1,500
Occupational Health and Safety Act Compliance and Legal Duties	5	R18,000	US\$1,800
Occupational Health Programme Management	3	R13,000	US\$1,500
Occupational Hygiene and Exposure Monitoring	3	R13,000	US\$1,500
Permit to Work Systems for High Risk Activities	2	R10,000	US\$1,100
Personal Protective Equipment Selection and Management	2	R10,000	US\$1,100
Port and Stevedoring Safety Management	3	R13,000	US\$1,500
Powered Hand Tools and Abrasive Wheel Safety	2	R10,000	US\$1,100
Pressure Equipment and Boiler Safety Inspection	3	R13,000	US\$1,500
Process Safety Management for Hazardous Materials	5	R18,000	US\$1,800
Radiation Protection Level 1	2	R10,000	US\$1,100
Radiation Protection Level 2	3	R13,000	US\$1,500
Radiation Safety and Ionising Source Management	5	R18,000	US\$1,800
Respirable Silica Dust Control in Quarrying and Construction	2	R10,000	US\$1,100

Health and Safety (continued)

Respiratory Protection Programme and Fit Testing	2	R10,000	US\$1,100
Return to Work and Injury Management under COIDA	3	R13,000	US\$1,500
Rope Access and Industrial Abseiling Safety	3	R13,000	US\$1,500
Safe Work Procedure and Method Statement Development	2	R10,000	US\$1,100
Safety Auditing and Management System Review	3	R13,000	US\$1,500
Safety Culture Maturity Assessment and Improvement Planning	3	R13,000	US\$1,500
Safety Leadership and Behaviour Based Safety	2	R10,000	US\$1,100
Safety Management for Events and Temporary Structures	2	R10,000	US\$1,100
Safety Officer Foundation Programme	5	R18,000	US\$1,800
Safety Performance Measurement and Leading Indicators	2	R10,000	US\$1,100
Safety Signage, Colour Coding and Visual Workplace Standards	2	R10,000	US\$1,100
Scaffolding Erection, Inspection and Safe Use	2	R10,000	US\$1,100
Severe Weather and Natural Disaster Preparedness for Sites	3	R13,000	US\$1,500
Slips, Trips and Falls Prevention in the Workplace	2	R10,000	US\$1,100
Storage Racking Inspection and Safe Stacking Practices	2	R10,000	US\$1,100
Substance Abuse and Impairment Management in the Workplace	3	R13,000	US\$1,500
Toolbox Talks and Safety Communication for Supervisors	2	R10,000	US\$1,100
Traffic Management and Vehicle Pedestrian Safety on Site	3	R13,000	US\$1,500
Warehouse and Logistics Safety Management	2	R10,000	US\$1,100
Waste Segregation and Safe Disposal in the Workplace	2	R10,000	US\$1,100
Water Safety and Drowning Prevention for Industrial and Marine Sites	2	R10,000	US\$1,100
Working at Heights and Confined Space Safety	3	R13,000	US\$1,500
Workplace Violence Prevention and Aggression De-escalation	2	R10,000	US\$1,100

Healthcare and Clinical Services Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Ambulatory and Day Surgery Centre Management	3	R13,000	US\$1,500
Antimicrobial Stewardship Programme Management	3	R13,000	US\$1,500
Assistive Devices and Wheelchair Services Management	2	R10,000	US\$1,100
Biomedical Equipment and Healthcare Facilities Maintenance Management	3	R13,000	US\$1,500
Blood Bank and Transfusion Services Management	2	R10,000	US\$1,100
Central Sterile Services Department Management	3	R13,000	US\$1,500
Chronic Disease and Non Communicable Disease Programme Management	3	R13,000	US\$1,500
Clinic and Hospital Operations Management	5	R18,000	US\$1,800
Clinical Audit and Evidence Based Practice for Health Teams	3	R13,000	US\$1,500
Clinical Documentation and Medical Coding Management	3	R13,000	US\$1,500
Clinical Governance and Medical Staff Credentialing	3	R13,000	US\$1,500
Clinical Leadership and First Line Health Manager Development	5	R18,000	US\$1,800
Clinical Pharmacy and Medication Therapy Management	3	R13,000	US\$1,500
Clinical Trials and Research Site Coordination Management	5	R18,000	US\$1,800
Community Health Outreach and Primary Care Coordination	3	R13,000	US\$1,500
Community Health Worker Programme Coordination and Supervision	3	R13,000	US\$1,500
Dental and Oral Health Services Management	3	R13,000	US\$1,500
Disaster and Mass Casualty Health Response Coordination	3	R13,000	US\$1,500
District Health Systems Planning and Management	5	R18,000	US\$1,800
Emergency Department and Trauma Unit Management	3	R13,000	US\$1,500
Emergency Medical and Ambulance Services Management	3	R13,000	US\$1,500
Eye Care and Optometry Services Management	3	R13,000	US\$1,500
Gender Based Violence Health Response Coordination	3	R13,000	US\$1,500
Health Contact Centre and Patient Appointment Booking Management	2	R10,000	US\$1,100
Health Data Analytics and Dashboard Reporting for Clinical Managers	2	R10,000	US\$1,100
Health Facility Energy, Water and Utilities Management	2	R10,000	US\$1,100
Health Facility Planning, Commissioning and Space Design	5	R18,000	US\$1,800
Health Financing and Universal Health Coverage for Managers	3	R13,000	US\$1,500
Health Informatics and Electronic Health Records Implementation	5	R18,000	US\$1,800
Health Insurance and Managed Care Contract Management	3	R13,000	US\$1,500
Health Programme Monitoring and Evaluation for Clinical Managers	3	R13,000	US\$1,500
Health Promotion and Behaviour Change Communication	3	R13,000	US\$1,500
Health Technology Assessment and Medical Equipment Procurement	3	R13,000	US\$1,500
Healthcare Facility Regulatory Compliance and Licensing Management	3	R13,000	US\$1,500

Healthcare and Clinical Services Management (continued)

Healthcare Service Improvement and Change Management	5	R18,000	US\$1,800
Healthcare Waste Management and Environmental Compliance	2	R10,000	US\$1,100
Healthcare Workforce Planning and Staff Rostering	2	R10,000	US\$1,100
HIV, TB and Communicable Disease Programme Management	5	R18,000	US\$1,800
Home Based and Palliative Care Services Coordination	2	R10,000	US\$1,100
Hospital Bed Capacity and Discharge Planning Optimisation	2	R10,000	US\$1,100
Hospital Catering and Therapeutic Food Services Management	2	R10,000	US\$1,100
Hospital Cleaning and Environmental Hygiene Services Management	2	R10,000	US\$1,100
Hospital Financial Management and Costing	3	R13,000	US\$1,500
Hospital Quality Standards and Accreditation Readiness	3	R13,000	US\$1,500
Infection Prevention and Control Programme Management	3	R13,000	US\$1,500
Intensive Care Unit and Critical Care Services Management	3	R13,000	US\$1,500
Laboratory Services and Diagnostics Management	3	R13,000	US\$1,500
Long Term and Geriatric Care Facility Management	3	R13,000	US\$1,500
Maternal, Child and Reproductive Health Services Management	3	R13,000	US\$1,500
Medical Ethics, Consent and Patient Rights Management	2	R10,000	US\$1,100
Medical Gas and Oxygen Supply Systems Management	2	R10,000	US\$1,100
Medical Scheme Claims and Healthcare Revenue Management	3	R13,000	US\$1,500
Medical Stock and Pharmaceutical Supply Management	5	R18,000	US\$1,800
Medical Tourism and International Patient Services Management	3	R13,000	US\$1,500
Medico Legal Risk and Patient Complaints Management	2	R10,000	US\$1,100
Mental Health and Psychosocial Services Programme Management	5	R18,000	US\$1,800
Mortuary and Bereavement Services Management	2	R10,000	US\$1,100
Neonatal and Newborn Care Unit Management	3	R13,000	US\$1,500
Nursing Continuing Professional Development and Competency Assessment	3	R13,000	US\$1,500
Nursing Preceptorship and Clinical Skills Development	3	R13,000	US\$1,500
Nursing Unit Leadership and Ward Management	3	R13,000	US\$1,500
Nutrition and Dietetics Services Management	2	R10,000	US\$1,100
Occupational Health and Employee Wellness Programme Management	2	R10,000	US\$1,100
Oncology Services and Cancer Care Coordination	3	R13,000	US\$1,500
Operating Theatre and Surgical Services Management	3	R13,000	US\$1,500
Pain Management and Symptom Control Services	2	R10,000	US\$1,100
Patient Case Management and Integrated Care Coordination	3	R13,000	US\$1,500
Patient Education and Health Literacy Programme Development	2	R10,000	US\$1,100

Healthcare and Clinical Services Management (continued)

Patient Experience and Healthcare Customer Service Management	2	R10,000	US\$1,100
Patient Flow and Outpatient Department Management	3	R13,000	US\$1,500
Patient Records and Health Information Governance	3	R13,000	US\$1,500
Patient Referral and Interfacility Transfer Coordination	2	R10,000	US\$1,100
Patient Safety Incident Reporting and Quality of Care	3	R13,000	US\$1,500
Pharmacovigilance and Adverse Drug Reaction Monitoring	2	R10,000	US\$1,100
Pharmacy and Dispensary Operations Management	2	R10,000	US\$1,100
Pharmacy Aseptic Compounding and Cytotoxic Services Management	3	R13,000	US\$1,500
Physiotherapy and Occupational Therapy Practice Management	2	R10,000	US\$1,100
Point of Care Testing Programme Management	2	R10,000	US\$1,100
Private Medical Practice and Group Business Management	2	R10,000	US\$1,100
Radiology and Medical Imaging Services Management	3	R13,000	US\$1,500
Rehabilitation and Allied Health Services Management	3	R13,000	US\$1,500
Renal Dialysis Unit Operations Management	3	R13,000	US\$1,500
Research Ethics Committee and Health Study Governance	3	R13,000	US\$1,500
School Health and Adolescent Wellness Programme Management	3	R13,000	US\$1,500
Speech Therapy and Audiology Services Management	2	R10,000	US\$1,100
Substance Use Disorder and Addiction Services Management	3	R13,000	US\$1,500
Telehealth and Digital Health Services Management	2	R10,000	US\$1,100
Triage Systems and Clinical Prioritisation for Health Facilities	3	R13,000	US\$1,500
Vaccine Cold Chain and Immunisation Programme Management	3	R13,000	US\$1,500
Wound Care and Skin Integrity Programme Management	2	R10,000	US\$1,100

Human Resources

COURSE	DAYS	SA (ZAR)	OTHER (USD)
AI Assisted Recruitment and Automated Candidate Screening	2	R10,000	US\$1,100
Aligning the Training Function with Corporate Strategy	3	R13,000	US\$1,500
Basic Conditions of Employment and HR Compliance Fundamentals	2	R10,000	US\$1,100
Building a Corporate Learning Academy and In House Training Function	3	R13,000	US\$1,500
Building a Learning Culture Across the Organisation	3	R13,000	US\$1,500
Building a Skills Matrix for Operational and Shop Floor Teams	2	R10,000	US\$1,100
Building an Internal Talent Marketplace and Career Mobility	3	R13,000	US\$1,500
Building the Annual HR Calendar and People Operations Rhythm	2	R10,000	US\$1,100
Career Transition and Outplacement Support for Exiting Employees	2	R10,000	US\$1,100
CCMA Case Preparation and Representation	3	R13,000	US\$1,500
Chairing Disciplinary and Incapacity Enquiries	2	R10,000	US\$1,100
Change Management for Human Resource Practitioners	3	R13,000	US\$1,500
Coaching and Mentoring Skills for HR Practitioners	2	R10,000	US\$1,100
Compensation Benchmarking and Salary Survey Analysis	3	R13,000	US\$1,500
Competency Based Interviewing and Selection	2	R10,000	US\$1,100
Competency Framework and Job Profile Design	3	R13,000	US\$1,500
Connecting Learning Investment to Business Results	3	R13,000	US\$1,500
Continuous Performance Management with OKRs and Regular Feedback	3	R13,000	US\$1,500
Cultivating a Culture of Learning Agility in Teams	3	R13,000	US\$1,500
Designing and Evaluating Effective Training Programmes	5	R18,000	US\$1,800
Designing and Running Assessment Centres for Selection and Development	3	R13,000	US\$1,500
Designing Sales Incentive and Commission Schemes	2	R10,000	US\$1,100
Diversity and Inclusion Leadership	2	R10,000	US\$1,100
Emotional Intelligence and Resilience for HR Practitioners	2	R10,000	US\$1,100
Employee Engagement and Retention Strategies	3	R13,000	US\$1,500
Employee Engagement Surveys and Action Planning	2	R10,000	US\$1,100
Employee Experience Design and Moments That Matter	2	R10,000	US\$1,100
Employee Lifecycle Journey Mapping and HR Service Design	3	R13,000	US\$1,500
Employee Onboarding and Induction Programme Design	2	R10,000	US\$1,100
Employee Recognition and Non Monetary Reward Programmes	2	R10,000	US\$1,100
Employer Branding and Employee Value Proposition Design	2	R10,000	US\$1,100
Employment Equity and Workplace Transformation	3	R13,000	US\$1,500
Energising Teams for Sustained High Performance	2	R10,000	US\$1,100
Essential Skills for Training Administration and Coordination	2	R10,000	US\$1,100

Human Resources (continued)

Exit Management and Offboarding Practice	2	R10,000	US\$1,100
Expatriate and Cross-Border HR Management for Africa	5	R18,000	US\$1,800
Facilitation and Training Delivery Skills for Workplace Trainers	3	R13,000	US\$1,500
Financial Wellbeing and Employee Assistance Programme Management	2	R10,000	US\$1,100
Graduate, Internship and Early Career Programme Management	2	R10,000	US\$1,100
Grievance Handling and Workplace Investigations	3	R13,000	US\$1,500
Headcount, Establishment and Position Control for HR Teams	2	R10,000	US\$1,100
HR Administration and Payroll Practice	5	R18,000	US\$1,800
HR Budgeting, Cost Control and Manpower Planning	3	R13,000	US\$1,500
HR Business Partnering and Organisational Design	3	R13,000	US\$1,500
HR Data Protection and POPIA Compliance for Employee Records	2	R10,000	US\$1,100
HR for Retail, Hospitality and Frontline Service Environments	2	R10,000	US\$1,100
HR for the Construction and Project Site Environment	3	R13,000	US\$1,500
HR for the Manufacturing and Shop Floor Environment	2	R10,000	US\$1,100
HR Policy and Employee Handbook Development	3	R13,000	US\$1,500
HR Risk Management and People Compliance Auditing	3	R13,000	US\$1,500
HR Shared Services and Employee Self Service Centre Design	2	R10,000	US\$1,100
HR Skills for Line Managers and Supervisors	2	R10,000	US\$1,100
HR Technology and Digital Transformation	3	R13,000	US\$1,500
Human Resource Management for Non Profit and Donor Funded Organisations	2	R10,000	US\$1,100
Human Resource Management for the Public Sector and Government Departments	3	R13,000	US\$1,500
Human Resources for Small and Medium Enterprises	5	R18,000	US\$1,800
Immigration, Work Permits and Foreign National Employment Compliance	2	R10,000	US\$1,100
Job Analysis and Writing Effective Job Descriptions	2	R10,000	US\$1,100
Job Evaluation and Grading Systems	2	R10,000	US\$1,100
Labour Law and Regulatory Compliance for HR Professionals	3	R13,000	US\$1,500
Labour Relations, Discipline and Dispute Resolution	3	R13,000	US\$1,500
Learnerships, Apprenticeships and Skills Grant Funding Management	3	R13,000	US\$1,500
Learning Agility Fundamentals for Individuals	2	R10,000	US\$1,100
Learning and Development Strategy and Curriculum Design	3	R13,000	US\$1,500
Leave, Time and Attendance Administration	2	R10,000	US\$1,100
Managing a Contingent and Gig Workforce	3	R13,000	US\$1,500
Managing Absenteeism, Ill Health and Return to Work	2	R10,000	US\$1,100
Managing Disability, Reasonable Accommodation and Inclusion at Work	2	R10,000	US\$1,100
Managing Fixed Term Contracts, Labour Brokers and Temporary Employment Services	3	R13,000	US\$1,500

Human Resources (continued)

Managing HR in Mergers, Acquisitions and Section 197 Transfers	3	R13,000	US\$1,500
Managing Human Capital as a Strategic Asset	3	R13,000	US\$1,500
Managing Medical Aid, Group Life and Employee Insurance Benefits	2	R10,000	US\$1,100
Managing Personal Energy for Peak Performance	2	R10,000	US\$1,100
Managing Retrenchments and Organisational Restructuring	2	R10,000	US\$1,100
Managing the Probation Period and Confirming New Appointments	2	R10,000	US\$1,100
Maximising Personal Productivity and Time Management	2	R10,000	US\$1,100
Mental Health and Employee Wellbeing in the Workplace	2	R10,000	US\$1,100
Occupational Health, Safety and Employee Wellness	3	R13,000	US\$1,500
Organisational Culture Diagnosis and Transformation	3	R13,000	US\$1,500
Organisational Development and Team Effectiveness Interventions	3	R13,000	US\$1,500
Predictive People Analytics and HR Reporting	3	R13,000	US\$1,500
Preventing and Managing Sexual Harassment and Workplace Bullying	2	R10,000	US\$1,100
Psychometric Assessment and Selection Techniques	3	R13,000	US\$1,500
Recognition of Prior Learning and Trade Test Preparation	2	R10,000	US\$1,100
Remote and Flexible Work Policy and Practice	2	R10,000	US\$1,100
Remuneration Committee Support and Executive Pay Governance	2	R10,000	US\$1,100
Remuneration, Reward and Benefits Design	5	R18,000	US\$1,800
Reskilling and Upskilling Strategy for the Future of Work	3	R13,000	US\$1,500
Retirement Fund and Employee Benefits Administration for HR Teams	3	R13,000	US\$1,500
Skills Development and the Workplace Skills Plan	3	R13,000	US\$1,500
Social Recruiting and Talent Sourcing on Digital Channels	2	R10,000	US\$1,100
Stay Interviews and Proactive Retention Conversations	2	R10,000	US\$1,100
Strategic HR Leadership for the HR Director and Head of People	5	R18,000	US\$1,800
Strategic Human Resource Management	5	R18,000	US\$1,800
Strategic Recruitment and Talent Sourcing Planning	3	R13,000	US\$1,500
Strategic Talent Management and Workforce Capability	5	R18,000	US\$1,800
Succession Planning and Leadership Pipeline Development	3	R13,000	US\$1,500
Talent Acquisition, Performance and Retention	5	R18,000	US\$1,800
Talent Management and Career Pathing Frameworks	3	R13,000	US\$1,500
The Future of Work and the Modern Learning Experience	3	R13,000	US\$1,500
The Training Analyst and Evidence Based Learning	3	R13,000	US\$1,500
Total Rewards Communication and Benefit Statement Design	2	R10,000	US\$1,100
Trade Union Engagement and Collective Bargaining	3	R13,000	US\$1,500
Train the Trainer for Effective Workplace Learning	3	R13,000	US\$1,500

Human Resources (continued)

Training Needs Analysis and Evaluation of Learning Impact	2	R10,000	US\$1,100
Workforce Planning and HR Metrics	3	R13,000	US\$1,500
Workforce Scheduling, Rostering and Shift Planning	2	R10,000	US\$1,100
Workplace Mediation and Conflict Resolution for HR Practitioners	2	R10,000	US\$1,100

Laboratory, Analysers and Research

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Ambient Air Quality Monitoring and Stack Emissions Sampling	3	R13,000	US\$1,500
Analytical Laboratory Instrument Calibration and Troubleshooting	5	R18,000	US\$1,800
Analytical Method Development and Validation	5	R18,000	US\$1,800
Analytical Method Transfer and Verification Between Sites	2	R10,000	US\$1,100
Applied Water Technology in Oil and Gas Production	3	R13,000	US\$1,500
Asbestos and Airborne Fibre Identification Techniques	2	R10,000	US\$1,100
Atomic Fluorescence and Mercury Analysis in Environmental Samples	3	R13,000	US\$1,500
Basic Chromatography and Separation Science	3	R13,000	US\$1,500
Bioanalytical Immunoassays and ELISA Techniques	3	R13,000	US\$1,500
Biochemical Oxygen Demand and Effluent Wastewater Testing	2	R10,000	US\$1,100
Bioprocess and Fermentation Laboratory Analysis	3	R13,000	US\$1,500
Biostratigraphy and Geological Laboratory Techniques	5	R18,000	US\$1,800
Blood Bank and Transfusion Laboratory Management	3	R13,000	US\$1,500
Boiler and Cooling Water Chemistry for Power Stations	3	R13,000	US\$1,500
Calibration of Temperature, Pressure and Dimensional Instruments	3	R13,000	US\$1,500
Capillary Electrophoresis and Advanced Separation Methods	2	R10,000	US\$1,100
Cell Culture and Aseptic Technique for Laboratory Scientists	3	R13,000	US\$1,500
Cement, Concrete and Aggregate Materials Testing	3	R13,000	US\$1,500
Chromatography Data Systems and Peak Integration Practice	2	R10,000	US\$1,100
Classical Wet Chemistry and Titration Methods	2	R10,000	US\$1,100
Cleanroom Environmental Monitoring and Contamination Control	3	R13,000	US\$1,500
Clinical Diagnostics and Point of Care Testing Management	3	R13,000	US\$1,500
Coal and Solid Fuel Analysis for Laboratories	3	R13,000	US\$1,500
Coating, Paint and Corrosion Testing for Materials Laboratories	2	R10,000	US\$1,100
Competence and Proficiency Testing for Laboratory Staff	2	R10,000	US\$1,100
Computer System Validation for Laboratory Software and Instruments	3	R13,000	US\$1,500
Contract Research Organisation Study Management and Client Delivery	2	R10,000	US\$1,100
Crude Oil and Hydrocarbon Quality Control	3	R13,000	US\$1,500
Data Integrity and Electronic Records for Laboratories	2	R10,000	US\$1,100
Design of Experiments for Research and Development Teams	3	R13,000	US\$1,500
Dissolution Testing and Drug Release Profiling for Pharmaceuticals	2	R10,000	US\$1,100
Electrochemical Analysis: pH, Conductivity and Ion Selective Electrodes	2	R10,000	US\$1,100
Elemental Analysis by CHNS Combustion for Organic Materials	2	R10,000	US\$1,100
Environmental Sample Preparation and Digestion Techniques	2	R10,000	US\$1,100

Laboratory, Analysers and Research (continued)

Equipment Qualification and Validation: IQ, OQ and PQ for Laboratories	3	R13,000	US\$1,500
Fire Assay and Precious Metal Determination for Mining Laboratories	3	R13,000	US\$1,500
Flow Cytometry Operation and Data Interpretation	2	R10,000	US\$1,100
Food and Agricultural Products Laboratory Testing	5	R18,000	US\$1,800
Forensic and Toxicology Laboratory Analysis	5	R18,000	US\$1,800
Fume Cupboard and Biosafety Cabinet Airflow Testing and Certification	2	R10,000	US\$1,100
Gas Chromatography Operation and Troubleshooting	3	R13,000	US\$1,500
Gel Electrophoresis and Protein Separation Techniques	2	R10,000	US\$1,100
Good Laboratory Practice Fundamentals	2	R10,000	US\$1,100
High Performance Liquid Chromatography Techniques	3	R13,000	US\$1,500
Histology, Histopathology and Tissue Processing Techniques	3	R13,000	US\$1,500
Inductively Coupled Plasma Techniques: ICP-AES and ICP-MS	5	R18,000	US\$1,800
Industrial Hygiene and Occupational Exposure Laboratory Analysis	2	R10,000	US\$1,100
Internal Auditing of Testing and Calibration Laboratories	3	R13,000	US\$1,500
Ion Chromatography for Water and Process Analysis	2	R10,000	US\$1,100
Isokinetic Particle and Aerosol Sampling	3	R13,000	US\$1,500
Karl Fischer Titration and Moisture Determination	2	R10,000	US\$1,100
Laboratory Automation, Robotics and Digital Workflows	2	R10,000	US\$1,100
Laboratory Budgeting, Costing and Financial Management	2	R10,000	US\$1,100
Laboratory Design, Ventilation and Facility Planning	3	R13,000	US\$1,500
Laboratory Gas Supply, Cylinder Safety and Purge Systems	2	R10,000	US\$1,100
Laboratory Information Management Systems (LIMS)	3	R13,000	US\$1,500
Laboratory Operations and Supervision	3	R13,000	US\$1,500
Laboratory Quality Management Toward ISO/IEC 17025	5	R18,000	US\$1,800
Laboratory Safety and Chemical Handling	2	R10,000	US\$1,100
Laboratory Waste Management and Hazardous Substance Disposal	2	R10,000	US\$1,100
Laboratory Weighing, Balances and Mass Metrology	2	R10,000	US\$1,100
Maintenance of Analytical Laboratory Equipment	2	R10,000	US\$1,100
Mass Spectrometry Techniques: LC-MS/MS and GC-MS	3	R13,000	US\$1,500
Measurement Uncertainty in Testing	3	R13,000	US\$1,500
Melt Flow Index and Polymer Processing Characterisation	2	R10,000	US\$1,100
Metallurgical and Alloy Laboratory Analysis	3	R13,000	US\$1,500
Microbiology Laboratory Testing and Control	3	R13,000	US\$1,500
Molecular Biology and PCR Techniques for the Laboratory	3	R13,000	US\$1,500
Next Generation Sequencing and Genomics Laboratory Workflows	3	R13,000	US\$1,500

Laboratory, Analysers and Research (continued)

Nitrogen and Protein Determination by Kjeldahl and Dumas Methods	2	R10,000	US\$1,100
Nuclear Magnetic Resonance Spectroscopy for Structure Elucidation	5	R18,000	US\$1,800
Online Process Analysers: Calibration and Maintenance	3	R13,000	US\$1,500
Out of Specification and Out of Trend Investigation Management	2	R10,000	US\$1,100
Particle Size Analysis and Powder Characterisation	2	R10,000	US\$1,100
Pesticide Residue Analysis in Crops and Produce	3	R13,000	US\$1,500
Petroleum Products and Fuel Quality Testing	3	R13,000	US\$1,500
Pharmaceutical Quality Control and Stability Testing	5	R18,000	US\$1,800
Pipette, Glassware and Volumetric Equipment Calibration	2	R10,000	US\$1,100
Polymer and Plastics Materials Testing	3	R13,000	US\$1,500
Product Shelf Life and Stability Study Design	3	R13,000	US\$1,500
Quality Assurance and Quality Control in Testing Laboratories	3	R13,000	US\$1,500
Reference Materials, Reagents and Standards Management	2	R10,000	US\$1,100
Refractometry, Polarimetry and Optical Measurement Techniques	2	R10,000	US\$1,100
Research and Development Project Management for Laboratories	2	R10,000	US\$1,100
Rheology and Viscosity Measurement for Product Development	3	R13,000	US\$1,500
Root Cause Analysis and CAPA for Laboratory Deviations	2	R10,000	US\$1,100
Sample Management and Chain of Custody	2	R10,000	US\$1,100
Scanning Electron Microscopy and Nanomaterials Characterisation	5	R18,000	US\$1,800
Sensory Evaluation and Analytical Panel Testing for Food and Beverage	2	R10,000	US\$1,100
Soil, Fertiliser and Plant Tissue Analysis	3	R13,000	US\$1,500
Spectroscopy Techniques UV Visible Atomic Absorption and FTIR	5	R18,000	US\$1,800
Stability Chamber Operation and Photostability Testing	2	R10,000	US\$1,100
Statistical Techniques for Analytical Laboratories	2	R10,000	US\$1,100
Technology Transfer and Scale Up from Laboratory to Plant	5	R18,000	US\$1,800
Textile, Leather and Fabric Quality Testing	2	R10,000	US\$1,100
Thermal Analysis Techniques: DSC, TGA and DMA	3	R13,000	US\$1,500
Titrimetric and Gravimetric Analysis for Mineral Assay Laboratories	3	R13,000	US\$1,500
Total Organic Carbon and Water Purity Analysis	2	R10,000	US\$1,100
Trace Metal Analysis in Food and Consumer Products	2	R10,000	US\$1,100
Veterinary and Animal Health Diagnostic Laboratory Operations	3	R13,000	US\$1,500
Water Analysis and Quality Control	2	R10,000	US\$1,100
Water Desalination Technologies and Process Control	3	R13,000	US\$1,500
X-Ray Fluorescence and Diffraction Analysis for Minerals and Cement	3	R13,000	US\$1,500

Leadership and Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Advanced Supervisory Skills for First Line Managers	5	R18,000	US\$1,800
Agile and Adaptive Leadership	3	R13,000	US\$1,500
Assertiveness and Constructive Confrontation for Managers	2	R10,000	US\$1,100
Board Financial Oversight and Reporting	3	R13,000	US\$1,500
Board Strategy and Decision Making	3	R13,000	US\$1,500
Boardroom Readiness for Executives and Aspiring Directors	2	R10,000	US\$1,100
Building a Coaching Culture Across the Organisation	3	R13,000	US\$1,500
Building a Learning and Development Culture Within Your Team	2	R10,000	US\$1,100
Building Accountability and Ownership in Teams	2	R10,000	US\$1,100
Building Effective Audit Committees	3	R13,000	US\$1,500
Building High Performance Teams	3	R13,000	US\$1,500
Building Leadership Presence and Gravitas	2	R10,000	US\$1,100
Building Trust and Credibility as a Leader	2	R10,000	US\$1,100
Building Your Leadership Development Plan and Growth Path	2	R10,000	US\$1,100
Chairing and Leading Effective Management Committees	2	R10,000	US\$1,100
Change Management and Organisational Transformation	3	R13,000	US\$1,500
Coaching and Mentoring Skills for Leaders	3	R13,000	US\$1,500
Conflict Resolution and Difficult Conversations for Managers	2	R10,000	US\$1,100
Corporate Governance Essentials for Directors	2	R10,000	US\$1,100
Crisis Leadership and Business Continuity Management	3	R13,000	US\$1,500
Cross Cultural Leadership for Pan African Teams	3	R13,000	US\$1,500
Decision Making and Problem Solving for Managers	3	R13,000	US\$1,500
Delegation and Empowerment for Managers	2	R10,000	US\$1,100
Emotional Intelligence for Leaders	3	R13,000	US\$1,500
Empathetic Leadership and Psychological Safety at Work	2	R10,000	US\$1,100
Employee Engagement and Motivation for Managers	2	R10,000	US\$1,100
Enhancing Senior Management Performance	3	R13,000	US\$1,500
Ethical Leadership and Corporate Governance	2	R10,000	US\$1,100
Executive Leadership for the C Suite	3	R13,000	US\$1,500
Executive Leadership for the NGO and Development Sector	3	R13,000	US\$1,500
Executive Onboarding and the First 100 Days in a New Role	2	R10,000	US\$1,100
Facilitation and Meeting Leadership Skills	2	R10,000	US\$1,100
Giving and Receiving Feedback for Managers	2	R10,000	US\$1,100
Improving Board Effectiveness and Dynamics	3	R13,000	US\$1,500

Leadership and Management (continued)

Innovation and Creative Leadership	2	R10,000	US\$1,100
Leadership Communication and Influence Skills	3	R13,000	US\$1,500
Leadership for Operations and Plant Managers	3	R13,000	US\$1,500
Leadership for Technical Experts Stepping into Management	3	R13,000	US\$1,500
Leadership Legacy and Personal Brand for Senior Managers	2	R10,000	US\$1,100
Leadership Resilience and Burnout Prevention	2	R10,000	US\$1,100
Leadership Skills for New and Aspiring Managers	3	R13,000	US\$1,500
Leadership Skills for Public Sector and Government Managers	3	R13,000	US\$1,500
Leadership Storytelling and Executive Presence	2	R10,000	US\$1,100
Leading Community and Stakeholder Relations for Site Managers	3	R13,000	US\$1,500
Leading Continuous Improvement and Daily Team Discipline	2	R10,000	US\$1,100
Leading Cost Discipline and Efficiency Drives	2	R10,000	US\$1,100
Leading Customer Centric Teams and Service Culture	2	R10,000	US\$1,100
Leading Data Informed Decisions for Managers	3	R13,000	US\$1,500
Leading Digital Transformation for Business Leaders	2	R10,000	US\$1,100
Leading Family Owned Businesses in Africa	3	R13,000	US\$1,500
Leading Frontline and Shift Based Teams	2	R10,000	US\$1,100
Leading Goal Setting and OKRs for Managers	2	R10,000	US\$1,100
Leading Hybrid and Remote Teams	2	R10,000	US\$1,100
Leading Knowledge Retention and Institutional Memory	2	R10,000	US\$1,100
Leading Mergers and Post Merger Integration Teams	5	R18,000	US\$1,800
Leading Multigenerational Teams in the Workplace	2	R10,000	US\$1,100
Leading Onboarding and Integration of New Team Members	2	R10,000	US\$1,100
Leading Reward and Recognition to Drive Performance	2	R10,000	US\$1,100
Leading Scale Up and Rapid Growth Teams	3	R13,000	US\$1,500
Leading Team Wellbeing and Preventing Collective Burnout	2	R10,000	US\$1,100
Leading Through Uncertainty and Ambiguity	2	R10,000	US\$1,100
Leading Volunteer and Membership Based Organisations	3	R13,000	US\$1,500
Leading with Vision and Setting Team Direction	2	R10,000	US\$1,100
Leading Zero Harm and Safety Culture from the Front	2	R10,000	US\$1,100
Managing a Blended Contractor and Permanent Workforce	2	R10,000	US\$1,100
Managing Cross Functional Teams and Projects	3	R13,000	US\$1,500
Managing Diversity, Equity and Inclusion in the Workplace	2	R10,000	US\$1,100
Managing Managers and Developing Leaders	5	R18,000	US\$1,800
Managing Organisational Restructuring with Compassion	2	R10,000	US\$1,100

Leadership and Management (continued)

Managing Regional and Multi Location Teams	3	R13,000	US\$1,500
Managing Talent Reviews and Career Conversations	3	R13,000	US\$1,500
Managing Underperformance and Corrective Action for Managers	3	R13,000	US\$1,500
Managing Union and Workforce Relations for Operational Leaders	3	R13,000	US\$1,500
Managing Up and Influencing Without Authority	2	R10,000	US\$1,100
Managing Workload Prioritisation and Team Capacity	2	R10,000	US\$1,100
Middle Management Excellence Programme	5	R18,000	US\$1,800
Motivating and Retaining Top Talent as a Manager	2	R10,000	US\$1,100
Navigating Organisational Politics and Stakeholder Power	2	R10,000	US\$1,100
Negotiation Skills for Managers and Team Leaders	2	R10,000	US\$1,100
Peer to Peer Leadership: Managing Former Colleagues	2	R10,000	US\$1,100
Performance Management and Coaching for Managers	2	R10,000	US\$1,100
Running Effective One on One Meetings and Check Ins	2	R10,000	US\$1,100
Self Leadership and Personal Mastery for Managers	2	R10,000	US\$1,100
Servant Leadership for Purpose Driven Organisations	2	R10,000	US\$1,100
Shaping Organisational Culture and Shared Values	3	R13,000	US\$1,500
Situational Leadership and Adapting Your Management Style	2	R10,000	US\$1,100
Strategic Foresight and Scenario Planning for Leaders	5	R18,000	US\$1,800
Strategic Leadership and Executive Decision Making	5	R18,000	US\$1,800
Strategic Planning and Execution for Managers	3	R13,000	US\$1,500
Strategic Thinking and Business Acumen for Managers	3	R13,000	US\$1,500
Strategic Workforce Leadership and Capacity Planning	2	R10,000	US\$1,100
Succession Planning and Board Renewal	3	R13,000	US\$1,500
Succession Planning and Talent Pipeline Development	3	R13,000	US\$1,500
Sustainable and Responsible Leadership for the ESG Era	3	R13,000	US\$1,500
Systems Thinking for Leaders and Managers	3	R13,000	US\$1,500
The Chief Executive Officer Leadership Programme	5	R18,000	US\$1,800
The Chief Financial Officer Leadership Programme	5	R18,000	US\$1,800
The Chief Human Resources Officer Leadership Programme	5	R18,000	US\$1,800
The Chief Internal Auditor Leadership Programme	5	R18,000	US\$1,800
The Chief Operating Officer Leadership Programme	5	R18,000	US\$1,800
The Chief Risk Officer Leadership Programme	5	R18,000	US\$1,800
The Company Secretary and Governance Professional Programme	5	R18,000	US\$1,800
The Non Executive Director Programme	3	R13,000	US\$1,500
Time Management and Personal Effectiveness for Managers	2	R10,000	US\$1,100

Leadership and Management (continued)

Turnaround Leadership for Underperforming Business Units	3	R13,000	US\$1,500
Women in Leadership Programme	3	R13,000	US\$1,500

Legal, Contracts and Fraud

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Agency and Sales Representative Agreement Management	2	R10,000	US\$1,100
Anti-Bribery and Corruption Risk Management	3	R13,000	US\$1,500
Anti-Corruption Compliance for Cross Border African Operations	5	R18,000	US\$1,800
Anti-Money Laundering Compliance Officer Programme	5	R18,000	US\$1,800
Asset Misappropriation and Inventory Theft Prevention	3	R13,000	US\$1,500
Bank and Loan Application Fraud Investigation	3	R13,000	US\$1,500
Bid Rigging and Supplier Collusion Detection	3	R13,000	US\$1,500
Building an Anti-Fraud Culture and Fraud Awareness Programme	2	R10,000	US\$1,100
Cartel Conduct, Market Division and Leniency Applications	2	R10,000	US\$1,100
Commercial Contract Drafting and Negotiation	3	R13,000	US\$1,500
Company Law and Corporate Governance for Directors	3	R13,000	US\$1,500
Competition Law Compliance for Commercial Teams	2	R10,000	US\$1,100
Confidentiality, Non-Disclosure and Restraint of Trade Agreements	2	R10,000	US\$1,100
Construction and Engineering Contract Management	5	R18,000	US\$1,800
Consumer Protection Act Compliance for Retailers	2	R10,000	US\$1,100
Contract Law Essentials for Commercial Managers	3	R13,000	US\$1,500
Contract Lifecycle Management and Administration	5	R18,000	US\$1,800
Corporate Legal Department Management and Legal Operations	3	R13,000	US\$1,500
Cross Border Data Transfer and Privacy Law Compliance	3	R13,000	US\$1,500
Cryptocurrency and Virtual Asset Fraud Investigation	3	R13,000	US\$1,500
Cyber Fraud and Digital Payment Crime Prevention	2	R10,000	US\$1,100
Cybercrime, Digital Evidence and Forensic Readiness	3	R13,000	US\$1,500
Data Analytics for Fraud Detection and Continuous Monitoring	3	R13,000	US\$1,500
Data Breach Response and Regulatory Notification Management	2	R10,000	US\$1,100
Debt Recovery, Litigation and Judgment Enforcement	3	R13,000	US\$1,500
Drafting Employment Contracts and Workplace Policies	2	R10,000	US\$1,100
Drafting Memoranda of Understanding and Heads of Agreement	2	R10,000	US\$1,100
E-Discovery and Electronic Evidence Management for Legal Teams	2	R10,000	US\$1,100
Electronic Signatures and Digital Contract Law	2	R10,000	US\$1,100
Employment Equity and Workplace Discrimination Law	3	R13,000	US\$1,500
Employment Termination, Dismissal and Retrenchment Law	3	R13,000	US\$1,500
Ethics and Code of Conduct Programme Management	2	R10,000	US\$1,100
Expenses, Travel and Reimbursement Fraud Prevention	2	R10,000	US\$1,100
FICA Compliance for Accountable Institutions	2	R10,000	US\$1,100

Legal, Contracts and Fraud (continued)

Fleet, Fuel and Logistics Fraud Prevention	2	R10,000	US\$1,100
Force Majeure, Variation and Contract Dispute Management	3	R13,000	US\$1,500
Forensic Accounting and Financial Statement Fraud Examination	5	R18,000	US\$1,800
Franchise Agreements and Distribution Law	3	R13,000	US\$1,500
Fraud Interviewing and Interrogation Techniques for Investigators	3	R13,000	US\$1,500
Fraud Investigation and Evidence Handling	5	R18,000	US\$1,800
Fraud Risk Assessment and Anti-Fraud Control Design	3	R13,000	US\$1,500
Gifts, Hospitality and Facilitation Payments Policy Management	2	R10,000	US\$1,100
Grant and Donor Funding Fraud Investigation for NGOs	3	R13,000	US\$1,500
Health Sector and Medical Scheme Claims Fraud Investigation	3	R13,000	US\$1,500
Identity Theft and Account Takeover Fraud Prevention	2	R10,000	US\$1,100
Insolvency, Business Rescue and Creditor Risk	2	R10,000	US\$1,100
Insurance Fraud Detection and Claims Investigation	3	R13,000	US\$1,500
Intellectual Property, Trademarks and Licensing for Business	2	R10,000	US\$1,100
International Trade Contracts and Incoterms	3	R13,000	US\$1,500
Investigation Report Writing and Giving Evidence at Disciplinary Hearings	2	R10,000	US\$1,100
IT and Technology Procurement Contract Management	3	R13,000	US\$1,500
Labour Law for Line Managers	5	R18,000	US\$1,800
Lease Agreements and Commercial Property Contract Management	3	R13,000	US\$1,500
Legal Aspects of Marketing, Advertising and Promotions	2	R10,000	US\$1,100
Legal Compliance for the Financial Services Sector	3	R13,000	US\$1,500
Legal Drafting and Plain Language Skills for Contract Professionals	2	R10,000	US\$1,100
Legal Risk Management for Non-Legal Managers	2	R10,000	US\$1,100
Litigation Management and Working with External Counsel	2	R10,000	US\$1,100
Managing Legal Risk in E-Commerce and Digital Transactions	2	R10,000	US\$1,100
Mediation and Arbitration for Commercial Disputes	3	R13,000	US\$1,500
Mining and Environmental Law Compliance	5	R18,000	US\$1,800
Mobile Money and Digital Lending Fraud Prevention	2	R10,000	US\$1,100
Money Laundering Red Flags and Suspicious Transaction Reporting	2	R10,000	US\$1,100
National Credit Act Compliance and Responsible Lending	3	R13,000	US\$1,500
Occupational Fraud Detection and Internal Controls	5	R18,000	US\$1,800
Occupational Health and Safety Legal Compliance	2	R10,000	US\$1,100
Outsourcing and Managed Services Contract Management	3	R13,000	US\$1,500
Payroll and Ghost Employee Fraud Prevention	2	R10,000	US\$1,100
POPIA and Data Protection Compliance for Business	2	R10,000	US\$1,100

Legal, Contracts and Fraud (continued)

Powers of Attorney, Delegated Authority and Signing Mandates	2	R10,000	US\$1,100
Procurement Fraud and Conflict of Interest	5	R18,000	US\$1,800
Product Liability and Consumer Law Risk Management	3	R13,000	US\$1,500
Property, Land and Title Deeds Law for Business	2	R10,000	US\$1,100
Public Private Partnership and Concession Contract Management	5	R18,000	US\$1,800
Records Retention, Legal Hold and Documentary Evidence Management	2	R10,000	US\$1,100
Regulatory Compliance and Enforcement Response for Business	3	R13,000	US\$1,500
Regulatory Investigations and Dawn Raid Readiness	2	R10,000	US\$1,100
Retail Loss Prevention and Point of Sale Fraud Control	3	R13,000	US\$1,500
Sale of Business and Asset Acquisition Agreements	3	R13,000	US\$1,500
Service Level Agreements and Contract Performance Management	3	R13,000	US\$1,500
Shareholder Agreements and Joint Venture Structuring	3	R13,000	US\$1,500
Software Licensing and Cloud Services Contract Management	3	R13,000	US\$1,500
Standard Contract Templates and Legal Playbook Development	2	R10,000	US\$1,100
Telecommunications and SIM Swap Fraud Investigation	2	R10,000	US\$1,100
Tender and Bid Documentation for Public Procurement	3	R13,000	US\$1,500
Third Party Due Diligence and Integrity Screening	2	R10,000	US\$1,100
Trade Sanctions and Export Control Compliance	3	R13,000	US\$1,500
Vendor Fraud and Fictitious Supplier Scheme Detection	3	R13,000	US\$1,500
Warranties, Indemnities and Guarantees in Commercial Agreements	2	R10,000	US\$1,100
Whistleblowing, Ethics and Protected Disclosures	3	R13,000	US\$1,500

Maintenance and Engineering

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Additive Manufacturing and 3D Printing for Maintenance Spares	2	R10,000	US\$1,100
Asset Integrity Management for Process Plants	5	R18,000	US\$1,800
Asset Register and Maintenance Data Quality Management	2	R10,000	US\$1,100
Battery Banks and DC Power System Maintenance	2	R10,000	US\$1,100
Belt, Chain and Coupling Maintenance for Drive Systems	2	R10,000	US\$1,100
Boiler and Steam Plant Maintenance	5	R18,000	US\$1,800
Boiler Water Treatment and Chemical Dosing for Plant Operators	2	R10,000	US\$1,100
Building Management System and Automation Maintenance	3	R13,000	US\$1,500
Cathodic Protection Systems Design and Monitoring	3	R13,000	US\$1,500
Centrifugal Pump Overhaul and Mechanical Seal Management	3	R13,000	US\$1,500
Compressed Air System Efficiency and Maintenance	2	R10,000	US\$1,100
Compressor Selection, Performance and Operation	5	R18,000	US\$1,800
Computerised Maintenance Management Systems in Practice	3	R13,000	US\$1,500
Conveyor and Bulk Materials Handling Maintenance	2	R10,000	US\$1,100
Cooling Tower and Industrial Water System Maintenance	2	R10,000	US\$1,100
Corrosion Control and Protective Coatings for Plant Assets	3	R13,000	US\$1,500
Crusher and Grinding Mill Maintenance for Mineral Processing	5	R18,000	US\$1,800
Defect Elimination and Bad Actor Management	3	R13,000	US\$1,500
Diesel Engine and Generator Set Overhaul	5	R18,000	US\$1,800
Earthing, Bonding and Lightning Protection System Maintenance	3	R13,000	US\$1,500
Electric Motor Rewinding, Testing and Repair	5	R18,000	US\$1,800
Electrical Cable Termination and Distribution Board Maintenance	2	R10,000	US\$1,100
Electrical Fault Finding and Troubleshooting for Plant Technicians	3	R13,000	US\$1,500
Electrical Installation Inspection and Testing to the Wiring Code	3	R13,000	US\$1,500
Electrical Safety, Isolation and Lockout for Plant Teams	3	R13,000	US\$1,500
Electrical Switchgear and Transformer Maintenance	3	R13,000	US\$1,500
Emergency Breakdown Response and Rapid Repair Techniques	2	R10,000	US\$1,100
Energy Efficiency and Utility Cost Reduction for Maintenance Teams	3	R13,000	US\$1,500
Engineering Drawing and Geometric Dimensioning and Tolerancing	3	R13,000	US\$1,500
Failure Mode and Effects Analysis for Maintenance Teams	3	R13,000	US\$1,500
Fatigue, Fracture and Failure of Engineering Components	5	R18,000	US\$1,800
Finite Element Analysis Fundamentals for Mechanical Engineers	5	R18,000	US\$1,800
Fire Protection System and Sprinkler Maintenance	2	R10,000	US\$1,100
Fired Heater and Industrial Furnace Maintenance	3	R13,000	US\$1,500

Maintenance and Engineering (continued)

Fitting, Turning and Machine Tool Skills for Maintenance Artisans	5	R18,000	US\$1,800
Fleet and Mobile Plant Maintenance Management	3	R13,000	US\$1,500
Flow Measurement and Metering System Maintenance	3	R13,000	US\$1,500
Gas Detection and Emergency Shutdown System Maintenance	3	R13,000	US\$1,500
Gas Turbine and Turbomachinery Maintenance	5	R18,000	US\$1,800
Gearbox and Power Transmission Maintenance	2	R10,000	US\$1,100
Grid Scale Battery Energy Storage System Maintenance	3	R13,000	US\$1,500
Heat Exchanger Design and Thermal Performance	5	R18,000	US\$1,800
Heat Exchanger Inspection, Cleaning and Repair	3	R13,000	US\$1,500
HVAC and Building Services Maintenance	2	R10,000	US\$1,100
HVAC System Design and Energy Performance	5	R18,000	US\$1,800
Hydraulic and Pneumatic Systems Maintenance	3	R13,000	US\$1,500
Hygienic Maintenance for Food and Beverage Processing Plants	3	R13,000	US\$1,500
Industrial Lubrication and Tribology Management	2	R10,000	US\$1,100
Industrial Refrigeration and Ammonia Plant Maintenance	3	R13,000	US\$1,500
Industrial Robotics and Automated Production Line Maintenance	5	R18,000	US\$1,800
Industrial Valve Maintenance and Actuator Servicing	3	R13,000	US\$1,500
Industrial Water Treatment for Boilers, Cooling Towers and Water Storage Systems	3	R13,000	US\$1,500
Instrumentation and Control Loop Maintenance	3	R13,000	US\$1,500
Lift, Elevator and Escalator Maintenance Management	2	R10,000	US\$1,100
Machine Health Monitoring with IoT Sensors and Digital Twins	3	R13,000	US\$1,500
Machinery Installation, Commissioning and Grouting	3	R13,000	US\$1,500
Maintenance Auditing and Benchmarking for Continuous Improvement	3	R13,000	US\$1,500
Maintenance Budgeting, Cost Control and KPI Management	3	R13,000	US\$1,500
Maintenance Contracts and Outsourced Services Management	2	R10,000	US\$1,100
Maintenance Planning and Scheduling	5	R18,000	US\$1,800
Maintenance Spares and Inventory Management	2	R10,000	US\$1,100
Maintenance Supervisory and Team Leadership Skills	3	R13,000	US\$1,500
Maintenance Work Order Management and Backlog Control	2	R10,000	US\$1,100
Materials Selection and Failure for Mechanical Engineers	5	R18,000	US\$1,800
Mechanical Sealing and Gasket Technology for Plant Maintenance	3	R13,000	US\$1,500
Motor Control Centres and Variable Speed Drive Maintenance	3	R13,000	US\$1,500
Oil Sampling and Used Oil Analysis for Maintenance Teams	2	R10,000	US\$1,100
Overhead Crane and Hoist Inspection and Maintenance	3	R13,000	US\$1,500

Maintenance and Engineering (continued)

Physical Asset Management and Life Cycle Costing	5	R18,000	US\$1,800
Pipe Stress Analysis and Flexibility Design	5	R18,000	US\$1,800
Pipeline Integrity and Corrosion Management	5	R18,000	US\$1,800
Pipework and Pipe Fitting Maintenance for Process Plants	3	R13,000	US\$1,500
Plant Inspection and Static Equipment Integrity	5	R18,000	US\$1,800
PLC and SCADA Systems Maintenance for Plant Technicians	3	R13,000	US\$1,500
Power Quality, Harmonics and Power Factor Correction	3	R13,000	US\$1,500
Precision Maintenance and Bolted Joint Integrity	2	R10,000	US\$1,100
Pressure and Temperature Instrument Calibration	3	R13,000	US\$1,500
Pressure Vessel Design, Inspection and Fitness for Service	5	R18,000	US\$1,800
Preventive and Predictive Maintenance Strategies	3	R13,000	US\$1,500
Process Piping Design and the ASME B31.3 Code	5	R18,000	US\$1,800
Process Plant Optimisation and Energy Conservation	5	R18,000	US\$1,800
Protection Relay Testing and Commissioning	3	R13,000	US\$1,500
Pump System Design, Hydraulics and Efficiency	5	R18,000	US\$1,800
Reading Engineering Drawings and P&IDs for Maintenance Teams	2	R10,000	US\$1,100
Refractory Installation and Maintenance for Furnaces and Kilns	3	R13,000	US\$1,500
Reliability Centred Maintenance and Failure Analysis	5	R18,000	US\$1,800
Reliability Data Analysis and Weibull Failure Modelling	3	R13,000	US\$1,500
Reliability Engineering and Asset Performance Foundations	3	R13,000	US\$1,500
Rigging, Lifting Tackle Inspection and Machinery Moving	2	R10,000	US\$1,100
Risk Based Inspection Planning for Static Equipment	5	R18,000	US\$1,800
Root Cause Failure Analysis for Plant Machinery	3	R13,000	US\$1,500
Rotating Equipment Maintenance for Pumps, Compressors and Fans	5	R18,000	US\$1,800
Shaft Alignment, Bearing Fitting and Balancing	3	R13,000	US\$1,500
Shutdown, Turnaround and Outage Management	3	R13,000	US\$1,500
Solar PV Plant Operations and Maintenance	3	R13,000	US\$1,500
Spare Parts Criticality, Standardisation and Obsolescence Management	2	R10,000	US\$1,100
Standby Generator and Uninterruptible Power Supply Maintenance	2	R10,000	US\$1,100
Steam Trap Survey and Condensate System Management	2	R10,000	US\$1,100
Steam Turbine Operation, Performance and Maintenance	5	R18,000	US\$1,800
Storage Tank Inspection, Maintenance and Integrity Management	3	R13,000	US\$1,500
Thermographic Inspection and Non Destructive Testing for Maintenance	2	R10,000	US\$1,100
Total Productive Maintenance and Autonomous Operator Care	5	R18,000	US\$1,800
Ultrasonic Leak Detection and Acoustic Monitoring	2	R10,000	US\$1,100

Maintenance and Engineering (continued)

Vacuum Systems and Vacuum Pump Maintenance	2	R10,000	US\$1,100
Vibration Analysis and Condition Monitoring	3	R13,000	US\$1,500
Water and Effluent Treatment Plant Mechanical Maintenance	3	R13,000	US\$1,500
Weighbridge and Industrial Scale Calibration and Maintenance	2	R10,000	US\$1,100
Welding and Fabrication Repair for Maintenance Teams	5	R18,000	US\$1,800
Welding Inspection and Weld Defect Assessment	5	R18,000	US\$1,800
Wind Turbine Operations and Maintenance	5	R18,000	US\$1,800

Mining Health, Safety and Operations

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Acid Mine Drainage Prevention and Treatment Management	3	R13,000	US\$1,500
Artisanal and Small Scale Mining Safety and Formalisation	3	R13,000	US\$1,500
Autonomous and Remote Controlled Mining Equipment Safety	3	R13,000	US\$1,500
Baseline and Continuous Hazard Identification and Risk Assessment for Mines	3	R13,000	US\$1,500
Battery Electric Vehicle and Underground Fleet Electrification Safety	3	R13,000	US\$1,500
Behaviour Based Safety for Mining Operations	2	R10,000	US\$1,100
Blast Vibration, Airblast and Flyrock Control for Mines Near Communities	2	R10,000	US\$1,100
Blasting and Explosives Management	3	R13,000	US\$1,500
Bulk Emulsion Explosives Plant Operations and Handling	3	R13,000	US\$1,500
Coal Mine Methane and Spontaneous Combustion Management	3	R13,000	US\$1,500
Compressed Air and Pneumatic Systems Safety in Mines	3	R13,000	US\$1,500
Confined Space and Working at Heights in Mining	2	R10,000	US\$1,100
Continuous Miner and Mechanised Bord and Pillar Operations Safety	5	R18,000	US\$1,800
Contractor Safety Management in Mining Operations	2	R10,000	US\$1,100
Conveyor Belt Safety and Guarding for Mining Operations	2	R10,000	US\$1,100
Crushing and Screening Plant Operations and Guarding Safety	3	R13,000	US\$1,500
Cyanide Management for Gold Processing Operations	3	R13,000	US\$1,500
Diamond Drilling and Surface Exploration Site Safety	3	R13,000	US\$1,500
Diesel Particulate Matter Monitoring and Control in Underground Mines	3	R13,000	US\$1,500
Dragline and Large Surface Excavator Operations Safety	3	R13,000	US\$1,500
Drill and Blast Design Optimisation and Fragmentation Control	3	R13,000	US\$1,500
Environmental and Social Impact Assessment for Mining Projects	5	R18,000	US\$1,800
Explosives Magazine Management, Storage and Security	2	R10,000	US\$1,100
Fatigue and Human Factors Management in Mining	2	R10,000	US\$1,100
Gold Room and Smelthouse Safety and Security Operations	2	R10,000	US\$1,100
Ground Control and Strata Management in Underground Mines	5	R18,000	US\$1,800
Hand Arm and Whole Body Vibration Management for Mine Operators	2	R10,000	US\$1,100
Haul Road Design, Maintenance and Dust Suppression for Open Pit Mines	3	R13,000	US\$1,500
Hazardous Chemical Substances Handling and Storage in Mining	3	R13,000	US\$1,500
Heap Leach Pad Operations and Solution Management Safety	3	R13,000	US\$1,500
Heat Stress and Thermal Management in Deep Level Mines	2	R10,000	US\$1,100
Legal Liability and Compliance for Mine Managers	5	R18,000	US\$1,800
Lifting, Rigging and Slings Safety for Mine Workshops	3	R13,000	US\$1,500
Load and Haul Equipment Operations Safety	3	R13,000	US\$1,500

Mining Health, Safety and Operations (continued)

Longwall Mining Operations and Powered Support Safety	5	R18,000	US\$1,800
Making Safe, Barring Down and Entry Examination for Underground Crews	2	R10,000	US\$1,100
Mandatory Codes of Practice Development and Implementation for Mines	2	R10,000	US\$1,100
Manual Handling and Ergonomics for Underground Mine Workers	2	R10,000	US\$1,100
Mechanical Rock Breaking and Non Explosive Excavation Safety	2	R10,000	US\$1,100
Mine Closure Planning and Environmental Rehabilitation	3	R13,000	US\$1,500
Mine Cooling and Refrigeration Plant Operations for Deep Mines	3	R13,000	US\$1,500
Mine Dewatering and Underground Pumping Systems Operations	3	R13,000	US\$1,500
Mine Electrical Safety and Explosion Protected Equipment	3	R13,000	US\$1,500
Mine Emergency Preparedness and Rescue Coordination	3	R13,000	US\$1,500
Mine Fire Prevention and Underground Fire Response	2	R10,000	US\$1,100
Mine Gas Detection Instrumentation and Atmospheric Monitoring	3	R13,000	US\$1,500
Mine Health and Safety Act: Legal Appointments and Statutory Duties	3	R13,000	US\$1,500
Mine Isolation, Lockout and Energy Control for Plant and Machinery	2	R10,000	US\$1,100
Mine Medical Surveillance and Fitness to Work Certification	3	R13,000	US\$1,500
Mine Production Planning and Grade Control Operations	5	R18,000	US\$1,800
Mine Safety Data Analytics and Digital Reporting Dashboards	3	R13,000	US\$1,500
Mine Safety Representatives and Health and Safety Committees	2	R10,000	US\$1,100
Mine Signage, Barricading and Hazard Demarcation Standards	2	R10,000	US\$1,100
Mine Statutory Inspection Readiness and Regulatory Reporting	3	R13,000	US\$1,500
Mine Supervisor and Shift Boss Practical Development Programme	5	R18,000	US\$1,800
Mine Surveying and Legal Survey Compliance	5	R18,000	US\$1,800
Mine Trauma Care and On Site Emergency Medical Response	3	R13,000	US\$1,500
Mine Ventilation and Environmental Engineering	5	R18,000	US\$1,800
Mine Water Management and Pollution Control	3	R13,000	US\$1,500
Mine Winding Plant and Shaft Conveyance Safety	5	R18,000	US\$1,800
Mineral Processing Plant Safety and Hazard Management	5	R18,000	US\$1,800
Mining Incident Investigation and Root Cause Analysis	3	R13,000	US\$1,500
Naturally Occurring Radioactive Material and Radiation Safety in Mining	3	R13,000	US\$1,500
Noise Induced Hearing Loss Prevention for Mining Operations	2	R10,000	US\$1,100
Occupational Health Risk Assessment and Hazard Ranking for Mines	3	R13,000	US\$1,500
Occupational Hygiene and Dust Control in Mining	3	R13,000	US\$1,500
Ore Pass, Draw Point and Tip Management Safety	2	R10,000	US\$1,100
Pan African Mining Law and Cross Border Compliance for Multinational Operators	3	R13,000	US\$1,500

Mining Health, Safety and Operations (continued)

Pillar Extraction and Secondary Mining Safety	3	R13,000	US\$1,500
Proto Team Breathing Apparatus Operations and Rescue Fitness	5	R18,000	US\$1,800
Quarry and Aggregate Production Operations Safety	3	R13,000	US\$1,500
Risk Based Mine Safety Management Systems	5	R18,000	US\$1,800
Rock Engineering and Seismic Risk Management in Deep Level Mines	5	R18,000	US\$1,800
Rock Winch and Scraper Operations Safety for Underground Crews	2	R10,000	US\$1,100
Self Contained Self Rescuer and Lamp Room Management	2	R10,000	US\$1,100
Shaft Sinking and Vertical Development Safety	5	R18,000	US\$1,800
Short Interval Control and Mine Production Supervision	3	R13,000	US\$1,500
Silicosis and Occupational Lung Disease Prevention in Mining	5	R18,000	US\$1,800
Slope Stability and Geotechnical Monitoring for Open Pits	5	R18,000	US\$1,800
Solvent Extraction and Electrowinning Plant Safety for Copper and Cobalt Operations	5	R18,000	US\$1,800
Stope Support, Backfill and Underground Stability Operations	5	R18,000	US\$1,800
Surface Mining and Open Pit Operations Safety	3	R13,000	US\$1,500
Tailings Storage Facility Management and Dam Safety	3	R13,000	US\$1,500
Trackless Mobile Machinery Safety and Collision Management	3	R13,000	US\$1,500
Underground Charge Up and Explosives Tie In Operations Safety	3	R13,000	US\$1,500
Underground Rail and Locomotive Haulage Safety	3	R13,000	US\$1,500
Underground Refuge Bays and Escape Route Management	2	R10,000	US\$1,100
Visible Felt Leadership and Safety Culture Transformation for Mines	2	R10,000	US\$1,100
Waste Rock Dump and Stockpile Stability Management	3	R13,000	US\$1,500
Water Inrush and Old Workings Hazard Management in Underground Mines	3	R13,000	US\$1,500

Municipal and Public Sector Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Access to Information, PAIA Compliance and Open Government	2	R10,000	US\$1,100
Accounting Officer and Executive Duties for Municipal Managers	3	R13,000	US\$1,500
Annual Performance Plans and Strategic Planning for Government Departments	3	R13,000	US\$1,500
Blue Drop, Green Drop and Drinking Water Quality Compliance for Municipalities	3	R13,000	US\$1,500
Business Process Mapping and Standard Operating Procedures for Municipalities	3	R13,000	US\$1,500
Cemetery, Parks and Municipal Facilities Management	2	R10,000	US\$1,100
Community Development Workers and Frontline Service Coordination	2	R10,000	US\$1,100
Community Safety Forums and Municipal Policing Coordination	2	R10,000	US\$1,100
Consequence Management and Financial Misconduct Proceedings in Government	2	R10,000	US\$1,100
Council Item Writing and Report Drafting for Local Government Officials	2	R10,000	US\$1,100
Councillor Induction and Effective Political Oversight	2	R10,000	US\$1,100
Customer Care and Batho Pele Service Excellence	2	R10,000	US\$1,100
Data Analytics and Evidence Based Decision Making for the Public Sector	3	R13,000	US\$1,500
Development Charges, Land Value Capture and Municipal Revenue Enhancement	3	R13,000	US\$1,500
Disaster Risk Management and Municipal Emergency Preparedness	5	R18,000	US\$1,800
Division of Revenue Act and Conditional Grant Management	3	R13,000	US\$1,500
Electricity Distribution and Prepaid Metering Management for Municipalities	3	R13,000	US\$1,500
Environmental Compliance and Waste Management for Municipalities	2	R10,000	US\$1,100
Environmental Health and Municipal Health Services Management	3	R13,000	US\$1,500
Fire and Rescue Services Management for Local Government	3	R13,000	US\$1,500
Free Basic Services and Indigent Household Support Management	2	R10,000	US\$1,100
Geographic Information Systems for Municipal Planning and Service Mapping	2	R10,000	US\$1,100
Government Spokesperson and Crisis Communication Skills	2	R10,000	US\$1,100
Grant Funding and Project Management in the Public Sector	3	R13,000	US\$1,500
Immovable Asset Management and GIAMA Compliance for Government Property	3	R13,000	US\$1,500
Independent Power Producer Procurement and Embedded Generation for Municipalities	3	R13,000	US\$1,500
Integrated Development Planning and the Municipal Systems Act	5	R18,000	US\$1,800
Integrated Public Transport Planning for Local Government	3	R13,000	US\$1,500
Intergovernmental Relations and Cooperative Governance	2	R10,000	US\$1,100
Labour Relations and Employee Discipline in the Public Sector	2	R10,000	US\$1,100

Municipal and Public Sector Management (continued)

Local Economic Development Strategy and Implementation	3	R13,000	US\$1,500
Local Government Election Readiness and Council Transition Management	2	R10,000	US\$1,100
Local Government Ombuds and Community Complaints Resolution	2	R10,000	US\$1,100
Long Term Financial Planning and Capital Investment Frameworks for Municipalities	5	R18,000	US\$1,800
Municipal Budgeting and MFMA Compliance	5	R18,000	US\$1,800
Municipal By-Law Drafting and Enforcement Administration	2	R10,000	US\$1,100
Municipal Communications and Stakeholder Engagement	2	R10,000	US\$1,100
Municipal Cost Reflective Tariff Setting and Modelling	3	R13,000	US\$1,500
Municipal Credit Rating and Long Term Borrowing Management	3	R13,000	US\$1,500
Municipal Customer Call Centre and Service Request Management	2	R10,000	US\$1,100
Municipal Enterprise Risk Management and Combined Assurance	3	R13,000	US\$1,500
Municipal Financial Recovery and Turnaround Management	5	R18,000	US\$1,800
Municipal Fleet and Plant Management for Local Government	3	R13,000	US\$1,500
Municipal Governance and Council Oversight Structures	2	R10,000	US\$1,100
Municipal Housing Policy and Human Settlements Administration	5	R18,000	US\$1,800
Municipal Human Resource Management and Staff Establishment Planning	3	R13,000	US\$1,500
Municipal Infrastructure Asset Management and Service Delivery	5	R18,000	US\$1,800
Municipal Infrastructure Grant Planning and Expenditure Management	3	R13,000	US\$1,500
Municipal Internal Audit and Audit Committee Effectiveness	3	R13,000	US\$1,500
Municipal Land Administration and Commonage Management	3	R13,000	US\$1,500
Municipal Occupational Health, Safety and Employee Wellness	2	R10,000	US\$1,100
Municipal Property Rates and Valuation Roll Management	3	R13,000	US\$1,500
Municipal Public Accounts Committee and Oversight Support	3	R13,000	US\$1,500
Municipal Revenue Management, Billing and Debt Collection	5	R18,000	US\$1,800
Municipal Roads and Stormwater Maintenance Planning for Local Government	2	R10,000	US\$1,100
Municipal Service Level Agreement and Contract Performance Management	3	R13,000	US\$1,500
Municipal Standard Chart of Accounts (mSCOA) Implementation and Reporting	5	R18,000	US\$1,800
Non-Revenue Water Reduction and Water Loss Management	3	R13,000	US\$1,500
Performance Management and Accountability in Local Government	3	R13,000	US\$1,500
Preparing GRAP Compliant Annual Financial Statements for the Public Sector	5	R18,000	US\$1,800
Public Finance Management Act (PFMA) Compliance for National and Provincial Departments	3	R13,000	US\$1,500
Public Private Partnerships for Municipal Service Delivery	3	R13,000	US\$1,500

Municipal and Public Sector Management (continued)

Public Sector Change Management and Service Delivery Improvement	3	R13,000	US\$1,500
Public Sector Contract Law and Legal Drafting for Government Officials	3	R13,000	US\$1,500
Public Sector Cost Accounting and Activity Based Costing for Service Departments	3	R13,000	US\$1,500
Public Sector Ethics, Fraud Prevention and Anti-Corruption	2	R10,000	US\$1,100
Public Sector Financial Management for Non-Financial Managers	2	R10,000	US\$1,100
Public Sector Innovation and Citizen Centred Service Design	3	R13,000	US\$1,500
Public Sector Monitoring and Evaluation for Government Programmes	5	R18,000	US\$1,800
Public Sector Negotiation and Mediation Skills for Government Officials	2	R10,000	US\$1,100
Public Sector Policy Development and Analysis	2	R10,000	US\$1,100
Public Sector Recruitment, Vetting and Onboarding for Government Positions	3	R13,000	US\$1,500
Public Sector Wage Negotiations and Bargaining Council Processes	3	R13,000	US\$1,500
Records and Information Governance for Municipalities	2	R10,000	US\$1,100
Revenue Protection and Electricity Theft Investigation for Municipal Utilities	2	R10,000	US\$1,100
Section 139 Interventions and Administration of Distressed Municipalities	3	R13,000	US\$1,500
Section 46 Annual Reporting and Municipal Performance Disclosure	2	R10,000	US\$1,100
Section 71 In-Year Reporting and Budget Monitoring for Municipalities	2	R10,000	US\$1,100
Senior Manager Performance Agreements and the Section 57 Framework	2	R10,000	US\$1,100
Skills Development and Workplace Training Committees in Local Government	2	R10,000	US\$1,100
Smart City and Digital Service Delivery for Local Government	3	R13,000	US\$1,500
Spatial Planning and Land Use Management under SPLUMA	3	R13,000	US\$1,500
Supply Chain Management and Procurement in the Public Sector	3	R13,000	US\$1,500
Town Planning Applications and Building Plan Approval Management	3	R13,000	US\$1,500
Traditional Leadership and Municipal Governance Interface	2	R10,000	US\$1,100
Traffic and Municipal Law Enforcement Management	2	R10,000	US\$1,100
Transfer Payment Management and Oversight of Public Entities	3	R13,000	US\$1,500
Value for Money and Performance Auditing in Government	3	R13,000	US\$1,500
Ward Committees and Public Participation in Local Government	2	R10,000	US\$1,100
Water and Sanitation Services Management for Municipalities	3	R13,000	US\$1,500

Project Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Advanced Project Planning, Scheduling and Cost Control	5	R18,000	US\$1,800
Agile and Hybrid Project Delivery	3	R13,000	US\$1,500
Agile Coaching and Team Facilitation for Project Environments	3	R13,000	US\$1,500
Agile Product Owner and Backlog Management	3	R13,000	US\$1,500
Agile Release Planning and Roadmap Management	2	R10,000	US\$1,100
Agile Scrum Adoption for Non Software Business Teams	2	R10,000	US\$1,100
Artificial Intelligence Tools for the Modern Project Manager	2	R10,000	US\$1,100
Behavioural Skills and Emotional Intelligence for Project Managers	3	R13,000	US\$1,500
Contingency Planning and Project Reserve Management	2	R10,000	US\$1,100
Critical Path and Schedule Network Analysis for Planners	3	R13,000	US\$1,500
Design Thinking and Innovation for Project Teams	2	R10,000	US\$1,100
Digital Scheduling Tools for Project Teams	2	R10,000	US\$1,100
Earned Value Management and Project Performance Measurement	3	R13,000	US\$1,500
Establishing and Running a Project Management Office	3	R13,000	US\$1,500
FIDIC Contract Administration for Project Teams	3	R13,000	US\$1,500
Kanban and Lean Flow for Project Delivery	2	R10,000	US\$1,100
Lessons Learned and Knowledge Management for Project Teams	2	R10,000	US\$1,100
Managing Capital Projects from Concept to Commissioning	5	R18,000	US\$1,800
Managing Consultants and Professional Service Providers on Projects	2	R10,000	US\$1,100
Managing Fast Tracked and Compressed Project Schedules	2	R10,000	US\$1,100
Managing Multiple Projects and Competing Priorities	2	R10,000	US\$1,100
Managing Project Interfaces and Dependencies	2	R10,000	US\$1,100
Managing Project Vendors, Service Levels and Third Party Delivery	2	R10,000	US\$1,100
Managing Small Projects for the Accidental Project Manager	2	R10,000	US\$1,100
Managing Virtual and Distributed Project Teams	2	R10,000	US\$1,100
Microsoft Project for Project Planning and Control	3	R13,000	US\$1,500
Monitoring and Evaluation for Development Programmes	5	R18,000	US\$1,800
Negotiation and Conflict Resolution for Project Managers	3	R13,000	US\$1,500
Primavera P6 for Project Planners and Schedulers	5	R18,000	US\$1,800
Programme and Portfolio Management	5	R18,000	US\$1,800
Project Change Management and Organisational Readiness	2	R10,000	US\$1,100
Project Charter Development and Initiation Skills	2	R10,000	US\$1,100
Project Closeout, Handover and Benefits Realisation	2	R10,000	US\$1,100
Project Cost Estimating and Budgeting	3	R13,000	US\$1,500

Project Management (continued)

Project Data Analytics and Reporting Dashboards	3	R13,000	US\$1,500
Project Documentation and Governance Reporting	2	R10,000	US\$1,100
Project Facilitation and Workshop Design for Project Managers	2	R10,000	US\$1,100
Project Feasibility, Estimation and Business Case Development	5	R18,000	US\$1,800
Project Governance and Assurance for Sponsors and Steering Committees	3	R13,000	US\$1,500
Project Health Checks and Independent Assurance Reviews	2	R10,000	US\$1,100
Project Leadership and High Performance Teams	2	R10,000	US\$1,100
Project Management for Agriculture and Agribusiness Initiatives	3	R13,000	US\$1,500
Project Management for Airports and Aviation Infrastructure	3	R13,000	US\$1,500
Project Management for Data Centre and IT Infrastructure Builds	5	R18,000	US\$1,800
Project Management for Digital Transformation Programmes	5	R18,000	US\$1,800
Project Management for Donor Funded and NGO Programmes	3	R13,000	US\$1,500
Project Management for E-Government and Public Digital Services	3	R13,000	US\$1,500
Project Management for Education and School Infrastructure	3	R13,000	US\$1,500
Project Management for Emergency and Humanitarian Response	3	R13,000	US\$1,500
Project Management for Engineering and Construction Projects	5	R18,000	US\$1,800
Project Management for Events and Conferences	2	R10,000	US\$1,100
Project Management for Financial Services and Banking Programmes	5	R18,000	US\$1,800
Project Management for Healthcare and Hospital Infrastructure	5	R18,000	US\$1,800
Project Management for Information Technology Projects	3	R13,000	US\$1,500
Project Management for Logistics and Warehouse Fit Out Projects	3	R13,000	US\$1,500
Project Management for Manufacturing and Plant Upgrade Projects	5	R18,000	US\$1,800
Project Management for Mine Closure and Land Rehabilitation	3	R13,000	US\$1,500
Project Management for Mining and Resources Projects	5	R18,000	US\$1,800
Project Management for New Product Development and Launch	3	R13,000	US\$1,500
Project Management for Oil, Gas and Petrochemical Projects	5	R18,000	US\$1,800
Project Management for Pharmaceutical and Clinical Research Programmes	3	R13,000	US\$1,500
Project Management for Ports and Marine Terminal Development	5	R18,000	US\$1,800
Project Management for Power Transmission and Grid Expansion	5	R18,000	US\$1,800
Project Management for Rail and Transport Infrastructure	5	R18,000	US\$1,800
Project Management for Real Estate and Commercial Property Development	3	R13,000	US\$1,500
Project Management for Renewable Energy and Infrastructure Projects	5	R18,000	US\$1,800
Project Management for Retail Rollouts and Store Openings	2	R10,000	US\$1,100
Project Management for Smart City and Urban Development Initiatives	3	R13,000	US\$1,500
Project Management for Telecommunications and Network Rollouts	5	R18,000	US\$1,800

Project Management (continued)

Project Management for the Public Sector and Government Programmes	3	R13,000	US\$1,500
Project Management for Tourism, Hospitality and Leisure Developments	3	R13,000	US\$1,500
Project Management for Water and Sanitation Infrastructure	5	R18,000	US\$1,800
Project Management Fundamentals for the South African Workplace	5	R18,000	US\$1,800
Project Management Maturity and Capability Improvement	3	R13,000	US\$1,500
Project Portfolio Prioritisation and Investment Selection	3	R13,000	US\$1,500
Project Procurement and Contract Management	3	R13,000	US\$1,500
Project Quality Management and Assurance	2	R10,000	US\$1,100
Project Recovery and Turnaround for Troubled Projects	2	R10,000	US\$1,100
Project Requirements Traceability and Configuration Management	2	R10,000	US\$1,100
Project Risk and Stakeholder Management	3	R13,000	US\$1,500
Project Scope and Requirements Management	2	R10,000	US\$1,100
Project Sponsorship and Executive Ownership Skills	2	R10,000	US\$1,100
Project Value Engineering and Cost Optimisation	2	R10,000	US\$1,100
Quantitative Schedule Risk Analysis and Contingency Modelling for Projects	2	R10,000	US\$1,100
Reference Class and Parametric Estimating for Project Managers	2	R10,000	US\$1,100
Resource Planning and Capacity Management Across Projects	3	R13,000	US\$1,500
Scaled Agile Delivery for Enterprise Programmes	3	R13,000	US\$1,500
Scrum Master Fundamentals for Project Teams	3	R13,000	US\$1,500
Stage Gate and Phase Review Governance for Capital Projects	3	R13,000	US\$1,500
Stakeholder Engagement and Project Communication	3	R13,000	US\$1,500

Purchasing and Supply Chain

COURSE	DAYS	SA (ZAR)	OTHER (USD)
AfCFTA and Regional Trade Facilitation for Procurement Teams	3	R13,000	US\$1,500
Aftermarket and Spare Parts Supply Chain Management	3	R13,000	US\$1,500
Barcode, RFID and Automatic Identification for Inventory Control	2	R10,000	US\$1,100
Bill of Materials and Direct Materials Sourcing for Manufacturing	3	R13,000	US\$1,500
Bonded and Customs Warehouse Operations Management	2	R10,000	US\$1,100
Capital Equipment and Project Procurement Management	3	R13,000	US\$1,500
Category Management for Procurement Professionals	3	R13,000	US\$1,500
Cold Chain and Perishable Goods Logistics	2	R10,000	US\$1,100
Commodity Price Risk and Hedging for Procurement Teams	2	R10,000	US\$1,100
Contract Management and Negotiation for Buyers	3	R13,000	US\$1,500
Contract Performance, SLAs and Vendor Governance	3	R13,000	US\$1,500
Contract Suppliers and Outsourced Manufacturing Management	3	R13,000	US\$1,500
Cross Docking and Flow Through Distribution Operations	2	R10,000	US\$1,100
Demand and Supply Planning	3	R13,000	US\$1,500
Demurrage, Detention and Container Cost Control	2	R10,000	US\$1,100
Digital Transformation in Procurement and Supply Chain	3	R13,000	US\$1,500
Distribution Network Design and Facility Location Planning	3	R13,000	US\$1,500
E-Procurement and Sourcing Technology Implementation	3	R13,000	US\$1,500
Enterprise and Supplier Development in Procurement	2	R10,000	US\$1,100
Ethical and Sustainable Sourcing Practices	2	R10,000	US\$1,100
Fleet and Transport Cost Management	3	R13,000	US\$1,500
Freight Forwarding and Shipping Operations Management	5	R18,000	US\$1,800
Fuel and Energy Procurement for Fleet and Operations	3	R13,000	US\$1,500
Global Sourcing and Low Cost Country Procurement	3	R13,000	US\$1,500
Grain and Bulk Commodity Storage and Handling Management	3	R13,000	US\$1,500
Green Logistics and Carbon Reduction in Distribution	2	R10,000	US\$1,100
Humanitarian and Relief Supply Chain Management	3	R13,000	US\$1,500
Import Export Documentation and Customs Compliance	5	R18,000	US\$1,800
Inbound Logistics and Supplier Delivery Performance Management	3	R13,000	US\$1,500
Incoterms and International Trade Documentation	2	R10,000	US\$1,100
Inventory and Warehouse Optimisation	5	R18,000	US\$1,800
Inventory Cycle Counting and Stock Accuracy Management	2	R10,000	US\$1,100
Last Mile Delivery and E-Commerce Fulfilment Operations	3	R13,000	US\$1,500
Lean Supply Chain and Just in Time Practices	2	R10,000	US\$1,100

Purchasing and Supply Chain (continued)

Local Content and Industrialisation Requirements in African Procurement	3	R13,000	US\$1,500
Logistics, Distribution and Cross Border Freight Management	5	R18,000	US\$1,800
Managing Emergency and Urgent Procurement	2	R10,000	US\$1,100
Managing Framework Agreements and Call Off Contracts	2	R10,000	US\$1,100
Materials Handling Equipment and Forklift Fleet Management	3	R13,000	US\$1,500
Materials Requirements Planning Fundamentals	3	R13,000	US\$1,500
Municipal Supply Chain Management and MFMA Compliance	3	R13,000	US\$1,500
Negotiation Planning and Bargaining Tactics for Procurement	3	R13,000	US\$1,500
Pharmaceutical and Medical Supplies Supply Chain Management	5	R18,000	US\$1,800
Port Operations and Terminal Handling for Importers	2	R10,000	US\$1,100
Preferential Procurement and Broad Based Black Economic Empowerment Compliance	2	R10,000	US\$1,100
Procurement Business Partnering and Internal Stakeholder Engagement	2	R10,000	US\$1,100
Procurement Contract Drafting and Terms and Conditions Essentials	3	R13,000	US\$1,500
Procurement for Hospitals and Healthcare Institutions	3	R13,000	US\$1,500
Procurement for the Mining and Resources Sector	3	R13,000	US\$1,500
Procurement Fraud Prevention and Ethics	2	R10,000	US\$1,100
Procurement Policy, Delegation and Standard Operating Procedures	3	R13,000	US\$1,500
Procurement Risk, Bonds and Insurance for Supply Contracts	3	R13,000	US\$1,500
Procurement Savings Tracking and Benefits Realisation	2	R10,000	US\$1,100
Procurement Talent Development and Buyer Competency Building	2	R10,000	US\$1,100
Procurement Transformation and Target Operating Model Design	5	R18,000	US\$1,800
Public Sector Supply Chain Management	5	R18,000	US\$1,800
Purchase to Pay Process Optimisation	3	R13,000	US\$1,500
Purchasing Card Programme Design and Control	2	R10,000	US\$1,100
Retail Merchandise Planning and Replenishment	3	R13,000	US\$1,500
Reverse Logistics and Product Returns Management	2	R10,000	US\$1,100
Route Planning and Delivery Scheduling for Distribution Teams	2	R10,000	US\$1,100
Safety Stock, Reorder Point and Inventory Replenishment Modelling	3	R13,000	US\$1,500
Sales and Operations Planning Integration	3	R13,000	US\$1,500
Scope 3 Emissions and Sustainable Supply Chain Reporting	2	R10,000	US\$1,100
Services Procurement and Statement of Work Management	2	R10,000	US\$1,100
Should Cost Modelling and Price Cost Analysis for Buyers	3	R13,000	US\$1,500
Sourcing and Managing IT and Software Procurement Contracts	3	R13,000	US\$1,500
Spend Analysis and Cost Reduction Techniques	3	R13,000	US\$1,500

Purchasing and Supply Chain (continued)

Stores and Stock Control Fundamentals	2	R10,000	US\$1,100
Strategic Procurement and Supplier Management	5	R18,000	US\$1,800
Strategic Sourcing and Make or Buy Decision Making	5	R18,000	US\$1,800
Supplier Audit and On Site Assessment for Procurement Teams	3	R13,000	US\$1,500
Supplier Diversity and Inclusive Sourcing Programmes	2	R10,000	US\$1,100
Supplier Master Data and Vendor Onboarding Management	2	R10,000	US\$1,100
Supplier Performance Measurement and Scorecards	3	R13,000	US\$1,500
Supplier Relationship Management and Development	5	R18,000	US\$1,800
Supply Chain Analytics and Performance Metrics	3	R13,000	US\$1,500
Supply Chain Risk and Business Continuity Planning	3	R13,000	US\$1,500
Supply Chain Visibility and Control Tower Operations	2	R10,000	US\$1,100
Tail Spend and Low Value Purchase Management	2	R10,000	US\$1,100
Tariff Classification, Valuation and Customs Duty Optimisation	3	R13,000	US\$1,500
Tender Management and Bid Evaluation	3	R13,000	US\$1,500
Third Party Logistics Selection and Outsourcing Management	3	R13,000	US\$1,500
Total Cost of Ownership and Value Based Procurement	3	R13,000	US\$1,500
Vendor Managed Inventory and Consignment Stock Management	2	R10,000	US\$1,100
Warehouse Automation and Robotics for Distribution Centres	2	R10,000	US\$1,100
Warehouse Management and Distribution Centre Operations	3	R13,000	US\$1,500
Warehouse Management System Selection and Implementation	3	R13,000	US\$1,500
Warehouse Slotting and Storage Space Optimisation	2	R10,000	US\$1,100
Warehouse Workforce Planning and Labour Productivity	2	R10,000	US\$1,100

Quality and Operational Excellence

COURSE	DAYS	SA (ZAR)	OTHER (USD)
A3 Thinking and Structured Improvement Reporting	2	R10,000	US\$1,100
Acceptance Sampling and Inspection Planning	2	R10,000	US\$1,100
Advanced Product Quality Planning and Control Plans	3	R13,000	US\$1,500
Benchmarking and Best Practice Transfer for Operations	3	R13,000	US\$1,500
Business Excellence Models and Organisational Self Assessment	3	R13,000	US\$1,500
Business Process Improvement and Operational Excellence	5	R18,000	US\$1,800
Business Process Reengineering for Back Office Operations	5	R18,000	US\$1,800
Change Management for Lean and Operational Excellence Deployments	2	R10,000	US\$1,100
Continuous Flow and Cellular Manufacturing Cell Design	3	R13,000	US\$1,500
Continuous Improvement Project Selection and Portfolio Governance	2	R10,000	US\$1,100
Cost of Quality and Continuous Improvement Metrics	2	R10,000	US\$1,100
Customer Complaint Handling and Quality Feedback Systems	2	R10,000	US\$1,100
Data Driven Decision Making for Operations Managers	2	R10,000	US\$1,100
Design of Experiments for Process Optimisation	3	R13,000	US\$1,500
Document Control and Quality Records Management	2	R10,000	US\$1,100
Eight Disciplines 8D Problem Solving for Corrective Action Teams	2	R10,000	US\$1,100
Eliminating the Seven Wastes: Muda, Mura and Muri in Practice	2	R10,000	US\$1,100
Failure Mode and Effects Analysis Workshop	3	R13,000	US\$1,500
Gemba Walks and Daily Management for Frontline Quality	2	R10,000	US\$1,100
Green Lean and Sustainable Operational Excellence	2	R10,000	US\$1,100
HACCP and Food Safety System Implementation for Processors	3	R13,000	US\$1,500
Hoshin Kanri and Strategy Deployment for Operational Excellence	2	R10,000	US\$1,100
IATF 16949 Quality Management for Automotive Suppliers	3	R13,000	US\$1,500
Improvement Kata and Coaching Kata for Frontline Teams	3	R13,000	US\$1,500
Internal Quality Auditing for Management Systems	3	R13,000	US\$1,500
ISO 9001 Quality Management Systems in Practice	3	R13,000	US\$1,500
Kaizen Facilitation and Continuous Improvement Culture	3	R13,000	US\$1,500
Kanban and Pull System Implementation for Production Flow	2	R10,000	US\$1,100
Laboratory Quality Management and ISO/IEC 17025 Readiness	3	R13,000	US\$1,500
Layered Process Audits and Shop Floor Assurance	2	R10,000	US\$1,100
Lean Healthcare and Patient Flow Improvement	3	R13,000	US\$1,500
Lean Manufacturing Fundamentals for Shop Floor Supervisors	5	R18,000	US\$1,800
Lean Office and Administrative Process Improvement	3	R13,000	US\$1,500
Lean Product and Process Development for New Product Teams	3	R13,000	US\$1,500

Quality and Operational Excellence (continued)

Lean Six Sigma Black Belt for Improvement Project Leaders	5	R18,000	US\$1,800
Lean Six Sigma Champion and Deployment Leadership	2	R10,000	US\$1,100
Lean Six Sigma Green Belt Practical Application	5	R18,000	US\$1,800
Lean Six Sigma Yellow Belt Awareness and Team Participation	2	R10,000	US\$1,100
Managing Product Recalls, Traceability and Batch Control	2	R10,000	US\$1,100
Measurement Systems Analysis and Calibration Management	3	R13,000	US\$1,500
Mistake Proofing and Error Proofing in Manufacturing	2	R10,000	US\$1,100
Operational Excellence for Hospital Support and Facilities Services	2	R10,000	US\$1,100
Operational Excellence for Service and Contact Centre Operations	3	R13,000	US\$1,500
Operational Excellence for Small and Medium Manufacturers	3	R13,000	US\$1,500
Operational Excellence for Water and Municipal Service Delivery	3	R13,000	US\$1,500
Operational KPI Dashboards and Performance Management for Operations	2	R10,000	US\$1,100
Overall Equipment Effectiveness Measurement and Improvement	3	R13,000	US\$1,500
PDCA and the Deming Cycle for Everyday Problem Solving	2	R10,000	US\$1,100
Practical Statistical Analysis with Minitab for Quality Teams	3	R13,000	US\$1,500
Process Capability Analysis and Cpk for Manufacturing Teams	2	R10,000	US\$1,100
Process Mapping and Value Stream Analysis	3	R13,000	US\$1,500
Production Part Approval Process and Supplier Part Submission	2	R10,000	US\$1,100
Production Planning, Scheduling and Capacity Management for Operations	3	R13,000	US\$1,500
Quality 4.0 and Digital Transformation of Quality Management	3	R13,000	US\$1,500
Quality Assurance for Textile, Clothing and Footwear Manufacturing	2	R10,000	US\$1,100
Quality Function Deployment and the House of Quality	3	R13,000	US\$1,500
Quality Inspection Techniques and Precision Gauge Handling	2	R10,000	US\$1,100
Quality Management for Agro Processing and Packhouse Operations	2	R10,000	US\$1,100
Quality Management for Cement, Aggregates and Building Materials	3	R13,000	US\$1,500
Quality Management for Chemical and Petrochemical Processing Plants	3	R13,000	US\$1,500
Quality Management for Construction and Civil Works Projects	3	R13,000	US\$1,500
Quality Management for Contract and Outsourced Manufacturing	3	R13,000	US\$1,500
Quality Management for Cosmetics and Personal Care Manufacturing	2	R10,000	US\$1,100
Quality Management for Electronics and Circuit Board Assembly	2	R10,000	US\$1,100
Quality Management for Fast Moving Consumer Goods Manufacturing	2	R10,000	US\$1,100
Quality Management for Food and Beverage Manufacturing	3	R13,000	US\$1,500
Quality Management for Mining and Heavy Industry Operations	3	R13,000	US\$1,500
Quality Management for Packaging, Printing and Labelling Operations	2	R10,000	US\$1,100

Quality and Operational Excellence (continued)

Quality Management for Pharmaceutical and Medical Device Manufacturing	5	R18,000	US\$1,800
Quality Management for Plastics, Rubber and Injection Moulding	2	R10,000	US\$1,100
Quality Management for Steel and Metal Fabrication Operations	3	R13,000	US\$1,500
Quality Nonconformance and Corrective Action	3	R13,000	US\$1,500
Reliability and Maintainability Engineering for Quality Improvement	5	R18,000	US\$1,800
Root Cause Analysis and Structured Problem Solving	2	R10,000	US\$1,100
Single Minute Exchange of Die and Rapid Changeover	2	R10,000	US\$1,100
Six Sigma for Transactional and Financial Processes	3	R13,000	US\$1,500
Standard Work and Work Instruction Development for Shop Floor Teams	2	R10,000	US\$1,100
Statistical Process Control for Production Teams	3	R13,000	US\$1,500
Supplier Development and Second Party Auditing	3	R13,000	US\$1,500
Supplier Quality and Incoming Inspection	2	R10,000	US\$1,100
Sustaining Continuous Improvement Gains and Standardisation	2	R10,000	US\$1,100
Theory of Constraints and Bottleneck Management	2	R10,000	US\$1,100
Tolerance Analysis and Engineering Specification Setting for Quality	2	R10,000	US\$1,100
Total Productive Maintenance and Equipment Reliability	5	R18,000	US\$1,800
Total Quality Management Foundations for African Organisations	3	R13,000	US\$1,500
Value Engineering and Cost Optimisation for Products and Services	3	R13,000	US\$1,500
Visual Management and Andon Systems for the Factory Floor	2	R10,000	US\$1,100
Warehouse and Distribution Operational Excellence	3	R13,000	US\$1,500
Work Measurement, Time Study and Production Line Balancing	5	R18,000	US\$1,800
Workplace Organisation and 5S for Industrial Sites	2	R10,000	US\$1,100

Sales, Marketing and Customer Service

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Account Based Marketing for Enterprise Clients	2	R10,000	US\$1,100
Advanced Public Speaking and Presentation	3	R13,000	US\$1,500
Advertising Copywriting and Creative Development	2	R10,000	US\$1,100
Agribusiness and Agricultural Input Marketing	3	R13,000	US\$1,500
B2B Marketing and Lead Generation for Technical Sales	3	R13,000	US\$1,500
Brand Management and Marketing Strategy	5	R18,000	US\$1,800
Business Development and Key Account Excellence	3	R13,000	US\$1,500
Business Development Strategy, Pricing and Winning Proposals	3	R13,000	US\$1,500
Channel and Distributor Management	3	R13,000	US\$1,500
Client Retention and Growth Strategies	3	R13,000	US\$1,500
Commercial Negotiation Skills for Sales Professionals	3	R13,000	US\$1,500
Community Management and Brand Advocacy on Social Platforms	2	R10,000	US\$1,100
Complaint and Escalation Management for Service Leaders	3	R13,000	US\$1,500
Complex Negotiation and Deal Making	5	R18,000	US\$1,800
Consultative Selling and Key Account Growth	5	R18,000	US\$1,800
Consumer Behaviour and Buyer Psychology for Marketers	3	R13,000	US\$1,500
Contact Centre Team Leadership and Quality Coaching	3	R13,000	US\$1,500
Content Marketing and Storytelling for African Brands	3	R13,000	US\$1,500
Conversational Commerce and WhatsApp Business Selling	2	R10,000	US\$1,100
Corporate Event Planning and Delivery	3	R13,000	US\$1,500
Corporate Sales Onboarding and New Rep Ramp Up	2	R10,000	US\$1,100
Corporate Social Responsibility and Community Engagement	3	R13,000	US\$1,500
Crisis and Incident Communication	3	R13,000	US\$1,500
Cross Selling and Upselling for Branch Teams	2	R10,000	US\$1,100
Customer Experience and Service Recovery Excellence	5	R18,000	US\$1,800
Customer Experience Management Fundamentals	3	R13,000	US\$1,500
Customer Journey Mapping and Experience Design	3	R13,000	US\$1,500
Customer Loyalty Programme Design and CRM Strategy	3	R13,000	US\$1,500
Customer Onboarding and Account Retention	3	R13,000	US\$1,500
Customer Retention and Subscription Revenue Management	3	R13,000	US\$1,500
Customer Segmentation and Personalisation Strategy	2	R10,000	US\$1,100
Customer Service for Technical and Field Support Teams	2	R10,000	US\$1,100
Customer Success Management for Subscription Businesses	3	R13,000	US\$1,500
Destination and Tourism Marketing for African Markets	3	R13,000	US\$1,500

Sales, Marketing and Customer Service (continued)

Digital Advertising Campaign Management with Google Ads	3	R13,000	US\$1,500
Digital Customer Service and Live Chat Management	2	R10,000	US\$1,100
Digital Marketing and WhatsApp Led Customer Engagement	3	R13,000	US\$1,500
Dispute Resolution and Mediation Skills	3	R13,000	US\$1,500
E-Commerce Marketing and Online Store Growth	3	R13,000	US\$1,500
Email Marketing and Marketing Automation	2	R10,000	US\$1,100
Event Marketing and Brand Activation	2	R10,000	US\$1,100
Export Marketing and Cross Border Trade Development	5	R18,000	US\$1,800
Field Sales and Territory Management	3	R13,000	US\$1,500
Frontline Customer Service Excellence	2	R10,000	US\$1,100
Government Relations and Stakeholder Engagement	3	R13,000	US\$1,500
Handling Difficult Customers and Emotional Resilience for Service Teams	2	R10,000	US\$1,100
Inbound and Telephone Sales Conversion	2	R10,000	US\$1,100
Influencer and Partnership Marketing for African Brands	2	R10,000	US\$1,100
Influential Leadership Communication	5	R18,000	US\$1,800
Integrated Marketing Campaign Planning	3	R13,000	US\$1,500
Market Research and Consumer Insights	3	R13,000	US\$1,500
Marketing Analytics and Return on Investment Measurement	3	R13,000	US\$1,500
Marketing and Sales for Small and Medium Enterprises	3	R13,000	US\$1,500
Marketing and Selling for Real Estate and Property Professionals	3	R13,000	US\$1,500
Marketing Attribution and Media Mix Analysis	3	R13,000	US\$1,500
Marketing Budget Planning and Media Investment	2	R10,000	US\$1,100
Marketing Communications for Financial Services	3	R13,000	US\$1,500
Marketing for Healthcare and Private Medical Practices	2	R10,000	US\$1,100
Marketing for Manufacturers and Industrial Products	3	R13,000	US\$1,500
Marketing for Non Profit and Membership Organisations	2	R10,000	US\$1,100
Marketing Plan Development and Annual Marketing Calendar	5	R18,000	US\$1,800
Marketing Technology Stack and Customer Data Platform Management	3	R13,000	US\$1,500
Mystery Shopping and Service Standards Auditing	2	R10,000	US\$1,100
Negotiating with Consultants and Contractors	3	R13,000	US\$1,500
Net Promoter Score and Customer Experience Measurement	2	R10,000	US\$1,100
Objection Handling and Deal Closing for Sales Teams	2	R10,000	US\$1,100
Outbound Telesales and Appointment Setting	2	R10,000	US\$1,100
Paid Social Media Advertising and Performance Campaigns	3	R13,000	US\$1,500
Personalised Customer Experience Design	2	R10,000	US\$1,100

Sales, Marketing and Customer Service (continued)

Persuasion and Influencing Skills for Non Sales Professionals	2	R10,000	US\$1,100
Planning and Managing Public Relations Campaigns	3	R13,000	US\$1,500
Podcast and Audio Marketing for African Brands	2	R10,000	US\$1,100
Pricing Strategy and Revenue Management	2	R10,000	US\$1,100
Product Knowledge and Benefit Selling for Retail Staff	2	R10,000	US\$1,100
Product Management and New Product Launch	3	R13,000	US\$1,500
Professional Business Writing and Confident Speaking	3	R13,000	US\$1,500
Protocol, Etiquette and Official Hospitality	2	R10,000	US\$1,100
Public Relations and Corporate Reputation Management	2	R10,000	US\$1,100
Relationship Selling for Banking and Insurance	3	R13,000	US\$1,500
Retail and Branch Management	3	R13,000	US\$1,500
Retail Buying and Assortment Planning	3	R13,000	US\$1,500
Retail Category Management and Shelf Space Optimisation	3	R13,000	US\$1,500
Retail Promotions and In Store Activation Planning	2	R10,000	US\$1,100
Retail Store Operations and Customer Flow Management	2	R10,000	US\$1,100
Route to Market Strategy for Consumer Goods	3	R13,000	US\$1,500
Sales Contract and Commercial Terms Management	2	R10,000	US\$1,100
Sales Enablement and Coaching for Sales Managers	3	R13,000	US\$1,500
Sales Forecasting and Pipeline Management	2	R10,000	US\$1,100
Sales Incentive and Commission Scheme Design	2	R10,000	US\$1,100
Sales Management and Team Performance Leadership	5	R18,000	US\$1,800
Sales Operations and CRM System Administration	3	R13,000	US\$1,500
Sales Presentation and Product Demonstration Skills	2	R10,000	US\$1,100
Sales Prospecting and New Business Development	2	R10,000	US\$1,100
Sales Territory and Account Management	5	R18,000	US\$1,800
Sales Territory Design and Quota Planning	5	R18,000	US\$1,800
Search Engine Optimisation and Paid Search for Business	3	R13,000	US\$1,500
Selling Professional and Consulting Services	2	R10,000	US\$1,100
Selling to Government and Public Sector Buyers	3	R13,000	US\$1,500
Social Media Marketing and Content Strategy	3	R13,000	US\$1,500
Social Media Marketing for Growth	3	R13,000	US\$1,500
Sponsorship Sales and Partnership Revenue	2	R10,000	US\$1,100
Strategic Brand Management and Positioning	3	R13,000	US\$1,500
Strategic Communication Planning	3	R13,000	US\$1,500
Structured Report Writing for Business	3	R13,000	US\$1,500

Sales, Marketing and Customer Service (continued)

Tender and Proposal Writing That Wins Work	3	R13,000	US\$1,500
The Art of Advanced Interpersonal Communication	3	R13,000	US\$1,500
The Business Development Manager	5	R18,000	US\$1,800
The Business Development Toolkit for Organisational Success	2	R10,000	US\$1,100
Trade Marketing and Merchandising Excellence	2	R10,000	US\$1,100
Trade Show and Exhibition Management	2	R10,000	US\$1,100
Value Proposition Design and Sales Messaging	2	R10,000	US\$1,100
Video and Short Form Content Marketing	2	R10,000	US\$1,100
Visual Merchandising and Store Layout Design	3	R13,000	US\$1,500
Voice of the Customer and Feedback Programmes	2	R10,000	US\$1,100
Win Back Campaigns and Customer Churn Reduction	2	R10,000	US\$1,100
Workplace Etiquette and Professional Presence	2	R10,000	US\$1,100

Security and Emergency Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Access Control and Biometric Systems Administration	3	R13,000	US\$1,500
Airport and Aviation Security Management	5	R18,000	US\$1,800
Anti-Poaching and Wildlife Reserve Security Operations	3	R13,000	US\$1,500
Armed Robbery Prevention and Response Planning	2	R10,000	US\$1,100
Banking and ATM Network Security Management	3	R13,000	US\$1,500
Basic Firefighting and Fire Extinguisher Skills for Workplace Teams	2	R10,000	US\$1,100
Bomb Threat and Suspicious Package Management	2	R10,000	US\$1,100
Business Impact Analysis and Recovery Planning	3	R13,000	US\$1,500
Business Resilience and Disaster Risk Reduction	3	R13,000	US\$1,500
Cash in Transit and Retail Crime Risk Management	3	R13,000	US\$1,500
CCTV and Electronic Security Systems Management	5	R18,000	US\$1,800
Chemical, Biological, Radiological and Nuclear Incident Response	3	R13,000	US\$1,500
Community Disaster Risk Management and Resilience Planning	3	R13,000	US\$1,500
Community Policing and Neighbourhood Safety Partnership Coordination	3	R13,000	US\$1,500
Community Unrest and Labour Protest Risk Management	2	R10,000	US\$1,100
Contingency and Emergency Response Plan Development	3	R13,000	US\$1,500
Converged Security: Integrating Physical and Cyber Operations	3	R13,000	US\$1,500
Corporate Investigations and Fraud Examination	3	R13,000	US\$1,500
Counter Terrorism Awareness and Attack Preparedness for Organisations	2	R10,000	US\$1,100
Counter-Surveillance and Information Protection Operations	3	R13,000	US\$1,500
Crime Prevention Through Environmental Design for Facility Planners	3	R13,000	US\$1,500
Crisis Communication and Media Handling for Security Incidents	2	R10,000	US\$1,100
Crisis Management and Business Continuity Planning	5	R18,000	US\$1,800
Data Centre and Critical Infrastructure Protection	5	R18,000	US\$1,800
Drone Threats and Counter Drone Security for Facilities	2	R10,000	US\$1,100
Drought and Water Scarcity Contingency Planning for Organisations	2	R10,000	US\$1,100
Election Security and Public Order Management	3	R13,000	US\$1,500
Emergency Operations Centre Management and Multi-Agency Coordination	3	R13,000	US\$1,500
Emergency Preparedness and Evacuation Planning	3	R13,000	US\$1,500
Emergency Response Team Leadership and Fire Marshal Skills	2	R10,000	US\$1,100
Event and Crowd Safety Management	3	R13,000	US\$1,500
Fire Risk Assessment and Fire Safety Management	3	R13,000	US\$1,500
First Aid and Medical Emergency Response in the Workplace	3	R13,000	US\$1,500
Flood and Severe Weather Emergency Response Planning	2	R10,000	US\$1,100

Security and Emergency Management (continued)

Fuel Depot and Filling Station Security and Emergency Response	3	R13,000	US\$1,500
Hazardous Materials Emergency Response and Spill Control	3	R13,000	US\$1,500
High Rise Building Emergency and Evacuation Management	3	R13,000	US\$1,500
Hospital and Healthcare Facility Security Management	3	R13,000	US\$1,500
Hostile Environment Awareness for Field and NGO Staff	3	R13,000	US\$1,500
Humanitarian Disaster Response and Relief Logistics Coordination	5	R18,000	US\$1,800
Insider Threat Detection and Management Programme	2	R10,000	US\$1,100
Journey Management and Convoy Security for Overland Operations	3	R13,000	US\$1,500
Kidnap for Ransom and Extortion Risk Management	3	R13,000	US\$1,500
Maritime Piracy and Vessel Security Operations	3	R13,000	US\$1,500
Mass Notification and Emergency Communication Systems	2	R10,000	US\$1,100
Mine Site Security and Illegal Mining Response	3	R13,000	US\$1,500
Oil, Gas and Petrochemical Facility Security and Emergency Response	5	R18,000	US\$1,800
Organisational Pandemic and Infectious Disease Preparedness	2	R10,000	US\$1,100
Perimeter Intrusion Detection and Alarm Systems Management	2	R10,000	US\$1,100
Physical Penetration Testing and Facility Red Teaming	3	R13,000	US\$1,500
Pipeline and Energy Infrastructure Security Management	5	R18,000	US\$1,800
Places of Worship Security and Congregation Safety Management	2	R10,000	US\$1,100
Port and Maritime Facility Security Operations	5	R18,000	US\$1,800
Protective Intelligence and Threat Management Analysis	5	R18,000	US\$1,800
Rail Network and Public Transport Security Management	3	R13,000	US\$1,500
School and Campus Safety and Emergency Management	3	R13,000	US\$1,500
Security Awareness Culture and Employee Vigilance Programmes	2	R10,000	US\$1,100
Security Budgeting, Cost Management and Return on Security Investment	3	R13,000	US\$1,500
Security Metrics, Reporting and Performance Dashboards	2	R10,000	US\$1,100
Security Risk Assessment and Threat Vulnerability Analysis	5	R18,000	US\$1,800
Security Risk Management for Remote, Rural and Agricultural Sites	3	R13,000	US\$1,500
Stadium and Sports Venue Security Operations	3	R13,000	US\$1,500
Structural Collapse and Urban Search and Rescue Coordination	5	R18,000	US\$1,800
Supply Chain and Cargo Security Risk Management	3	R13,000	US\$1,500
Travel Security and Duty of Care for Business Travellers	2	R10,000	US\$1,100
Vault, Cash Office and Treasury Security Management	3	R13,000	US\$1,500
Veld and Wildfire Emergency Management for Rural and Industrial Sites	3	R13,000	US\$1,500
Workplace Violence Prevention and De-escalation	2	R10,000	US\$1,100

Security and Guarding Operations

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Alarm Monitoring and Armed Response Coordination	2	R10,000	US\$1,100
Behavioural Detection and Suspicious Activity Recognition	2	R10,000	US\$1,100
Canine Security Unit Deployment and Handler Management	3	R13,000	US\$1,500
Crime Scene Preservation and Evidence Handling for Security Officers	2	R10,000	US\$1,100
Executive Protection and Close Protection Operations	5	R18,000	US\$1,800
Firearm Safety and Range Discipline for Security Personnel	3	R13,000	US\$1,500
Guard Patrol Planning and Foot and Vehicle Patrol Techniques	3	R13,000	US\$1,500
Hotel and Hospitality Security and Guest Safety Management	3	R13,000	US\$1,500
Physical Security and Access Control for Industrial Sites	5	R18,000	US\$1,800
Residential Estate and Gated Community Security Management	2	R10,000	US\$1,100
Residential Security for Executives and High Net Worth Families	3	R13,000	US\$1,500
Retail Loss Prevention and Shrinkage Control	3	R13,000	US\$1,500
Search and Screening Operations for Building Access Points	2	R10,000	US\$1,100
Security Control Room Operations and Incident Reporting	2	R10,000	US\$1,100
Security Guarding Customer Service and Public Interaction Skills	2	R10,000	US\$1,100
Security Officer Supervision and Guarding Operations Management	3	R13,000	US\$1,500
Security Personnel Vetting, Screening and Integrity Management	2	R10,000	US\$1,100
Security Post Orders and Standing Instruction Development	2	R10,000	US\$1,100
Security Service Provider Contract and Performance Management	2	R10,000	US\$1,100
Shopping Mall and Retail Centre Security Operations	3	R13,000	US\$1,500
Visitor Management and Access Card Administration for Corporate Buildings	2	R10,000	US\$1,100
Warehouse and Distribution Centre Security Management	3	R13,000	US\$1,500

Tax, Treasury and Banking

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Advanced Excel and Financial Modelling for Treasury Professionals	5	R18,000	US\$1,800
Asset and Liability Management for Banks and Institutions	5	R18,000	US\$1,800
Bank Credit Analysis and Corporate Lending Assessment	5	R18,000	US\$1,800
Bank Fees, Charges and Banking Cost Optimisation for Corporates	2	R10,000	US\$1,100
Bank Guarantees, Bonds and Surety for Construction Contracts	2	R10,000	US\$1,100
Banking Relationship and Facility Agreement Management	2	R10,000	US\$1,100
BEPS and Global Minimum Tax Implementation for African Groups	3	R13,000	US\$1,500
Capital Budgeting and Investment Appraisal for Finance Teams	3	R13,000	US\$1,500
Capital Gains Tax Computation and Reporting for Companies	2	R10,000	US\$1,100
Carbon Tax and Environmental Levy Compliance for African Business	2	R10,000	US\$1,100
Card Scheme Operations and Payment Card Management	3	R13,000	US\$1,500
Cash Flow Forecasting and Working Capital Optimisation	3	R13,000	US\$1,500
Cash Pooling and Intercompany Netting for Group Treasuries	2	R10,000	US\$1,100
Cash Visibility and Bank Reconciliation Automation for Treasury	2	R10,000	US\$1,100
Central Bank Digital Currency and Digital Asset Readiness for Treasury	2	R10,000	US\$1,100
Collateral Management and Security for Corporate Lending	2	R10,000	US\$1,100
Commodity Trade Finance and Structured Lending for Producers	3	R13,000	US\$1,500
Corporate Banking Product Knowledge and Relationship Sales	3	R13,000	US\$1,500
Corporate Cash Management and Bank Account Structuring	2	R10,000	US\$1,100
Corporate Credit Rating Preparation and Debt Investor Relations	2	R10,000	US\$1,100
Corporate Debt Restructuring and Refinancing Strategies	5	R18,000	US\$1,800
Corporate Income Tax Fundamentals	3	R13,000	US\$1,500
Country by Country Reporting and Tax Transparency Compliance	2	R10,000	US\$1,100
Credit Management, Debt Collection and Bank Funding Negotiation	3	R13,000	US\$1,500
Credit Risk Modelling and IFRS 9 Expected Credit Loss Provisioning	3	R13,000	US\$1,500
Customs Compliance and International Trade Finance	3	R13,000	US\$1,500
Debt Capital Markets and Corporate Bond Issuance	5	R18,000	US\$1,800
Debt Recovery, Business Rescue and Insolvency for Corporate Lenders	3	R13,000	US\$1,500
Deferred Tax and Tax Accounting under IFRS	3	R13,000	US\$1,500
Diesel Rebate and Fuel Tax Refund Claims for Farming and Mining	2	R10,000	US\$1,100
Digital Banking, Mobile Money and Fintech Operations	2	R10,000	US\$1,100
Digital Payments and Digital Financial Services	3	R13,000	US\$1,500
Dividends Tax Administration and Shareholder Distributions	2	R10,000	US\$1,100
Donations Tax and Charitable Giving Structuring	2	R10,000	US\$1,100

Tax, Treasury and Banking (continued)

Double Taxation Agreements and Cross Border Withholding Tax	2	R10,000	US\$1,100
Employment Tax Incentive and Youth Wage Subsidy Administration	2	R10,000	US\$1,100
Estate Duty, Trusts and Wealth Structuring	2	R10,000	US\$1,100
Exchange Control and SARB Regulatory Approvals for Corporates	3	R13,000	US\$1,500
Excise Duty and Specific Levy Compliance for Manufacturers	3	R13,000	US\$1,500
Export Incentives, Duty Drawbacks and Special Economic Zone Tax Benefits	2	R10,000	US\$1,100
Financial Crime, Anti Money Laundering and Sanctions Compliance	3	R13,000	US\$1,500
Financial Instruments and Hedge Accounting under IFRS	3	R13,000	US\$1,500
Financial Sector Conduct and Banking Regulatory Compliance	3	R13,000	US\$1,500
FinTech, Digital Banking and Emerging Payment Technologies	3	R13,000	US\$1,500
Foreign Direct Investment Structuring and Profit Repatriation in Africa	3	R13,000	US\$1,500
Foreign Exchange Dealing Room and Currency Hedging Operations	3	R13,000	US\$1,500
Fringe Benefits Tax and Company Car Valuation for Payroll	2	R10,000	US\$1,100
Fuel Levy and Road Accident Fund Levy Compliance for Transporters	2	R10,000	US\$1,100
Green and Sustainable Finance Instruments for Corporate Treasuries	2	R10,000	US\$1,100
Group Tax Consolidation and Intercompany Loan Structuring	3	R13,000	US\$1,500
Interest Deduction Limitation and Thin Capitalisation Rules for Groups	3	R13,000	US\$1,500
Interest Rate and Derivative Risk Management for Corporates	3	R13,000	US\$1,500
Investment Portfolio and Money Market Instrument Management	2	R10,000	US\$1,100
Islamic and Alternative Finance Structures for African Markets	2	R10,000	US\$1,100
Liquidity Risk Management and Basel Framework Essentials	3	R13,000	US\$1,500
Microfinance and Development Banking Operations Management	3	R13,000	US\$1,500
Mining and Extractive Sector Tax, Royalties and Fiscal Compliance	5	R18,000	US\$1,800
Mobile Money Tax and Digital Transaction Levy Compliance	2	R10,000	US\$1,100
Municipal Rates, Property Tax and Local Government Levy Administration	2	R10,000	US\$1,100
Non-Resident and Expatriate Tax Compliance for African Assignments	3	R13,000	US\$1,500
Payment Fraud, Risk Management and Security	3	R13,000	US\$1,500
Payment Operations, Compliance and Regulatory Risk	3	R13,000	US\$1,500
Payment Systems, Processing and Settlement	3	R13,000	US\$1,500
Payment Systems, SWIFT and Real Time Gross Settlement Operations	2	R10,000	US\$1,100
Payroll Taxes and Employees Tax Administration	2	R10,000	US\$1,100
Personal Income Tax and Individual Return Preparation	2	R10,000	US\$1,100
Property Investment Taxation and Rental Income Reporting	2	R10,000	US\$1,100
Provisional Tax and Year End Tax Reconciliation for Companies	2	R10,000	US\$1,100

Tax, Treasury and Banking (continued)

Public Sector Budgeting and Treasury Controls	3	R13,000	US\$1,500
Regional Trade, Tariffs and AfCFTA Tax Implications for Exporters	2	R10,000	US\$1,100
Retirement Fund Taxation and Employee Benefit Structuring	3	R13,000	US\$1,500
Sin Tax, Sugar Levy and Health Promotion Levy Compliance for Manufacturers	2	R10,000	US\$1,100
Skills Development Levy and Training Cost Recovery Administration	2	R10,000	US\$1,100
Small Business and Turnover Tax Compliance for Entrepreneurs	2	R10,000	US\$1,100
Supply Chain Finance and Reverse Factoring Programme Management	2	R10,000	US\$1,100
Tax Accounting for Leases and Finance Arrangements under IFRS 16	2	R10,000	US\$1,100
Tax and Treasury Management for Non Profit and Donor Funded Organisations	2	R10,000	US\$1,100
Tax Clearance, Compliance Status and Vendor Tax Onboarding	2	R10,000	US\$1,100
Tax Dispute Resolution and SARS Audit Management	2	R10,000	US\$1,100
Tax Governance and Board Level Tax Risk Management	2	R10,000	US\$1,100
Tax Implications of Mergers, Acquisitions and Restructuring	3	R13,000	US\$1,500
Tax Incentives, Allowances and Section 12H Learnership Claims	3	R13,000	US\$1,500
Tax Residency, Emigration and Financial Emigration Planning	3	R13,000	US\$1,500
Tax Technology, eFiling and Digital Tax Administration	2	R10,000	US\$1,100
Tax Treatment of Cryptocurrency and Digital Asset Transactions	2	R10,000	US\$1,100
Trade Finance Instruments, Letters of Credit and Guarantees	3	R13,000	US\$1,500
Transfer Pricing and Cross Border Tax Planning	3	R13,000	US\$1,500
Treasury Front, Middle and Back Office Operations	2	R10,000	US\$1,100
Treasury Management and Foreign Exchange Risk	5	R18,000	US\$1,800
Treasury Risk Policy and Financial Risk Governance Framework Design	5	R18,000	US\$1,800
Treasury Systems, Payments and Digital Banking Controls	2	R10,000	US\$1,100
Value Added Tax Compliance and Control	3	R13,000	US\$1,500
VAT on Imported and Digital Services for African E-Commerce	2	R10,000	US\$1,100
Voluntary Disclosure Programme and Tax Amnesty Applications	2	R10,000	US\$1,100
Withholding Tax on Services, Royalties and Management Fees in Africa	3	R13,000	US\$1,500
Working Capital Financing through Invoice Discounting and Factoring	2	R10,000	US\$1,100

Transport, Fleet and Driver Management

COURSE	DAYS	SA (ZAR)	OTHER (USD)
Abnormal and Oversized Load Transport Management	2	R10,000	US\$1,100
Airside and Ground Support Fleet Management for Airports	3	R13,000	US\$1,500
Ambulance and Emergency Vehicle Fleet Management	3	R13,000	US\$1,500
Backhaul Optimisation and Empty Running Reduction for Fleets	3	R13,000	US\$1,500
Bulk Liquid Tanker Transport Operations and Safety	3	R13,000	US\$1,500
Bus Rapid Transit Operations and Urban Transit Network Management	3	R13,000	US\$1,500
Cold Chain and Refrigerated Transport Management	2	R10,000	US\$1,100
Container and Intermodal Freight Management	3	R13,000	US\$1,500
Courier, Parcel and Express Distribution Network Management	3	R13,000	US\$1,500
Cross Border Freight and Customs Compliance Management	5	R18,000	US\$1,800
Dangerous Goods Road Transport Safety	2	R10,000	US\$1,100
Defensive and Advanced Driving Skills for Professional Drivers	3	R13,000	US\$1,500
Digital Fleet Management System Selection and Implementation	5	R18,000	US\$1,800
Driver Health Screening and Medical Fitness Management	2	R10,000	US\$1,100
Driver Recruitment, Induction and Licence Verification	2	R10,000	US\$1,100
Driver Retention, Career Pathing and Managing Driver Shortages	2	R10,000	US\$1,100
Driver Safety, Fatigue and Behaviour Management	3	R13,000	US\$1,500
Driver Scheduling, Shift Rostering and Hours of Service Compliance	3	R13,000	US\$1,500
Driver Training Academy Setup and In House Instructor Development	3	R13,000	US\$1,500
Driver Trip Sheets, Logbooks and Journey Record Management	2	R10,000	US\$1,100
Driver Wellness, Nutrition and Lifestyle Management for Long Distance Drivers	2	R10,000	US\$1,100
E-Hailing and App Based Transport Fleet Management	2	R10,000	US\$1,100
Eco Driving and Fuel Efficiency Improvement for Fleets	2	R10,000	US\$1,100
Emergency Roadside Assistance and Breakdown Recovery Management	2	R10,000	US\$1,100
Fleet Charging Infrastructure Planning for Electric and Hybrid Vehicles	5	R18,000	US\$1,800
Fleet Control Room and Vehicle Monitoring Centre Operations	2	R10,000	US\$1,100
Fleet Cost, Utilisation and Replacement Planning	5	R18,000	US\$1,800
Fleet Data Protection and Driver Privacy Compliance for Telematics	2	R10,000	US\$1,100
Fleet Downtime Reduction and Workshop Turnaround Management	2	R10,000	US\$1,100
Fleet Electrification and Alternative Fuel Transition Planning	3	R13,000	US\$1,500
Fleet Emissions Testing, Vehicle Permits and Environmental Compliance	2	R10,000	US\$1,100
Fleet Insurance, Risk and Claims Management	3	R13,000	US\$1,500
Fleet Spare Parts and Workshop Stores Management	2	R10,000	US\$1,100
Fleet Sustainability and Carbon Emissions Reporting	2	R10,000	US\$1,100

Transport, Fleet and Driver Management (continued)

Fleet Telematics, GPS Tracking and Data Analytics	2	R10,000	US\$1,100
Fleet Vehicle Commissioning, Onboarding and Handover Management	2	R10,000	US\$1,100
Fleet Vehicle Disposal, Auction and Asset Retirement	2	R10,000	US\$1,100
Fleet Vehicle Specification and Fit for Purpose Procurement	2	R10,000	US\$1,100
Forklift and Materials Handling Equipment Fleet Management	2	R10,000	US\$1,100
Fuel Management and Fleet Theft Prevention	2	R10,000	US\$1,100
Grain and Bulk Agricultural Haulage Operations	2	R10,000	US\$1,100
Heavy Vehicle Load Planning and Axle Mass Compliance	2	R10,000	US\$1,100
High Value Cargo Protection and Anti Hijacking for Transport	5	R18,000	US\$1,800
Last Mile Delivery and Route Optimisation	2	R10,000	US\$1,100
Livestock and Animal Transport Welfare and Compliance	2	R10,000	US\$1,100
Load Securing, Restraint and Rollover Prevention	2	R10,000	US\$1,100
Loading, Offloading and Yard Safety Management	2	R10,000	US\$1,100
Long Haul Trucking Operations and Trip Management	5	R18,000	US\$1,800
Managing Driver Allowances, Subsistence and Trip Payments	2	R10,000	US\$1,100
Managing Traffic Fines, AARTO and Driver Demerit Points for Fleets	2	R10,000	US\$1,100
Managing Vehicle Warranties, Recalls and Manufacturer Relationships	2	R10,000	US\$1,100
Medical and Hazardous Waste Collection Transport Compliance	3	R13,000	US\$1,500
Minibus Taxi Industry Operations and Formalisation	3	R13,000	US\$1,500
Mining and Off Road Fleet Operations Management	5	R18,000	US\$1,800
Motorcycle and Two Wheeler Delivery Fleet Management	2	R10,000	US\$1,100
Municipal Waste Collection Fleet and Route Scheduling	3	R13,000	US\$1,500
Night Operations and After Hours Fleet Management	2	R10,000	US\$1,100
Onboard Camera and Dashcam Evidence Management for Fleets	2	R10,000	US\$1,100
Operator Licensing and Transport Legislation Compliance	2	R10,000	US\$1,100
Owner Driver and Sub Contractor Fleet Management	3	R13,000	US\$1,500
Passenger Bus Emergency Evacuation and Onboard Safety Management	2	R10,000	US\$1,100
Passenger Care and Service Excellence for Transport Operators	2	R10,000	US\$1,100
Port Drayage and Terminal Haulage Operations Management	3	R13,000	US\$1,500
Public Passenger Transport Operations Management	5	R18,000	US\$1,800
Roadworthiness Inspection and Compliance Auditing	2	R10,000	US\$1,100
School and Scholar Transport Safety and Scheduling	2	R10,000	US\$1,100
Third Party Logistics and Outsourced Transport Management	3	R13,000	US\$1,500
Transport Booking Desk and Customer Order Management	2	R10,000	US\$1,100
Transport Business Continuity and Contingency Planning	2	R10,000	US\$1,100

Transport, Fleet and Driver Management (continued)

Transport Cost Recovery and Internal Fleet Chargeback for Cost Centres	3	R13,000	US\$1,500
Transport Depot and Yard Layout Planning	2	R10,000	US\$1,100
Transport Incident Investigation and Emergency Response	3	R13,000	US\$1,500
Transport KPI, Reporting and Fleet Performance Analytics	2	R10,000	US\$1,100
Transport Operations Management and Dispatch Control	3	R13,000	US\$1,500
Transport Rate Setting and Freight Costing for Carriers	3	R13,000	US\$1,500
Transport Safety File and Compliance Documentation Management	2	R10,000	US\$1,100
Transport Sales and Carrier Account Management for Freight Operators	3	R13,000	US\$1,500
Transport Supervisor and Team Leadership Development	5	R18,000	US\$1,800
Transport Tender, Contract and Service Level Management	3	R13,000	US\$1,500
Transport Yard Slot Booking and Loading Dock Appointment Management	2	R10,000	US\$1,100
Tyre Management and Fleet Maintenance Cost Reduction	2	R10,000	US\$1,100
Vehicle Accident Damage Assessment and Repair Estimation	2	R10,000	US\$1,100
Vehicle Branding, Livery and Fleet Image Management	2	R10,000	US\$1,100
Vehicle Geofencing, Immobilisation and Remote Fleet Security Control	2	R10,000	US\$1,100
Vehicle Leasing, Financing and Fleet Acquisition Decisions	2	R10,000	US\$1,100
Vehicle Licensing, Registration and Statutory Renewal Administration	2	R10,000	US\$1,100
Vehicle Maintenance and Workshop Control	3	R13,000	US\$1,500
Vehicle Pool and Shared Fleet Booking System Management	2	R10,000	US\$1,100
Warehouse to Road Distribution Coordination	2	R10,000	US\$1,100
Weighbridge Management and Overload Control Operations	2	R10,000	US\$1,100

