**COPOM INDUSTRIAL TRAINING & EDUCATION SERVICES**

**2022 CALENDAR**

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| **CODE** | **TITLE OF COURSE** | **FOR WHOM** | **DATE** | **FEES (N)** |
| CITES 01 | IMPROVEMENT COURSE FOR FACTORY OPERATIVES | Factory Machine Operators, Production Workers | Feb 01  Apr 04 | 30,000  5-6 Participants (150,000) |
| CITES 02 | CURRENT GOOD MANUFACTURING PRACTICE (cGMP) COURSE | Production, Quality, Maintenance Warehouse Staff | Feb 03  June 23 | 35,000  5-6 Participants  (175,000) |
| CITES 03 | PRODUCTIVITY IMPROVEMENT, TIME MANAGEMENT & IMPROVED WORK ATTITUDE COURSE | All Staff | Feb 03  June 08 | 35,000  5-6 Participant  (175,000) |
| CITES 04 | HEALTH & SAFETY AT WORK | All Staff | Mar 07  May 16 | 35,000  5-6 participant  (175,000) |
| CITES 05 | FORKLIFT DRIVING & MATERIALS HANDLING COURSE | Forklift Drivers, Stores/ Warehouse Personnel | Feb 01  Apr 04 | 37,000  5-6 Participant  (185,000) |
| CITES 06 | HYGIENE, SANITATION & GOOD HOUSEKEEPING COURSE | All Production, Quality, Stores & Allied Factory Staff | Mar 07  May 16 | 37,000  5-6 Participant  (185,000) |
| CITES 07 | 5S/6S TRAINING | All Staff | Mar 07  May 16 | 37,000  5-6 Participant  (185,000) |
| CITES 08 | EFFECTIVE PRODUCTION SUPERVISION COURSE | Production Supervisors & Team Leaders | Apr 20  May 23 | 38,000  5-6 Participant  (190,000) |
| CITES 09 | INNOVATIVE PRODUCTION MANAGEMENT SKILLS COURSE | Production Managers & Senior Supervisors | May 04  May 23 | 39,000  5-6 Participant  (195,000) |
| CITES 10 | MAINTENANCE SKILLS IMPROVEMENT COURSE | Maintenance Supervisors & Technicians | Mar 17 | 38,000  5-6 Participant  (190,000) |
| CITES 11 | STOREKEEPING, WAREHOUSING & MATERIAL HANDLING SKILLS COURSE | Stores/Warehouse Staff | Mar 01  July 25 | 38,000  5-6 Participant  (190,000) |

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| CITES 12 | QUALITY INSPECTION SKILLS COURSE | Quality Inspectors/QC Staff | Mar 01  Aug 08 | 39,000  5-6 Participant  (195,000) |
| CITES 13 | EFFECTIVE PLANNING SKILLS COURSE | Production/ Maintenance Managers / Supervisors | June 06  Jul 21 | 39,000  5-6 Participant  (195,000) |
| CITES 14 | COMMUNICATION & REPORT WRITING SKILLS | Manager/Supervisors | May 12 | 37,000  5-6 Participant  (185,000) |
| CITES 15 | SECURITY VIGILANCE COURSE | Security Personnel | Mar 28  Jul 19 | 35,000  5-6 Participant  (195,000) |
| CITES 16 | DRIVING & BIKING SKILLS IMPROVEMENT FOR SAFETY COURSE | Drivers & Motorcycle Riders | Feb 21  Jun 14 | 38,000  5-6 Participant  (190,000) |
| CITES 17 | WASTE REDUCTION COURSE | Factory Staff | Apr 28 | 38,000  5-6 Participant  (190,000) |
| CITES 18 | WATER TREATMENT COURSE | Utility Staff | Jul 04 | 39,000  5-6 Participant  (195,000) |
| CITES 19 | CUSTOMER RELATIONS SKILLS COURSE | Customer-Contact Staff | Feb 14  May 16 | 39,000  5-6 Participant  (195,000) |
| CITES 20 | OPERATIONS PLANNING & CONTROL COURSE | Production/ Materials/Maintenance Managers/Supervisors | Jul 22 | 39,000  5-6 Participant  (195,000) |

Please forward your nomination to reach us at least 3 weeks to the date of Training. We organize IN-HOUSE TRAINING to meet your specific Training requirements, including courses not mentioned above.

Thanks.



***Contact us:***

***The Head, Training & Development***

***COPOM INDUSTRIAL TRAINING & EDUCATION SERVICES***

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