



LORACHE ACADEMY

2022 TRAINING CALENDAR

Why Lorache Academy?



OUR EXPERIENCE

We operate as a business process, strategy, and human capital development firm. We understand that with the increase in complexity and changes in business environment; human resources management, business strategy and business process management are becoming increasingly more challenging.

We believe the difference between us and other HR firms and training companies is that we enter workplaces ready to get our hands dirty. Along with our “no fuss approach we believe in keeping things easy, simple and cost effective.



OUR FACILITATORS

Our faculty of specialist facilitators combines the strength of LORACHE’s industry experience and globally-tested practices to assist participants achieve their developmental needs. Our team of highly experienced and dedicated facilitators have in-depth understanding of HRM requirements, deep understanding of the local market challenges, knowledge of contemporary practices from developed markets and ability to deliver an effective training. The firm is piloted by team of experienced, exceptional management strategist and professionals with robust faculty of erudite facilitators who are distinguished and seasoned professionals in their various fields of specialization.



All our courses are practical-based with case study scenarios, exercises and reference materials. Our course agenda are updated regularly to meet the latest accounting standards and requirements, emerging challenges and leading practices. We provide training that is in line with business and legislative requirements, while also being cost effective and flexible for our clients. Quality and integrity are at the heart of what we deliver, whether that’s our Trainers delivering a course, or speaking to our team of highly skilled Training Advisors, we always exceed the needs of our clients.

OUR COURSES



OUR FACILITIES



OUR APPROACH



OUR APPROACH IS DRIVEN BY OUR OVERALL OBJECTIVE OF HUMAN AND ORGANIZATIONAL DEVELOPMENT.

OUR APPROACH IS HOLISTIC BUT CUSTOMIZED TO MEET THE LEARNING OBJECTIVES OF OUR PARTICIPANTS.

All open training courses take place in serene and conducive environments that support effective learning

OUR TRAININGS ARE INSTRUCTOR-LED AND OUR EMPHASIS IS THE TRANSFER OF KNOWLEDGE TO PARTICIPANTS.

OUR LEARNING SOLUTIONS

Open Training

We organize open training courses on selected dates throughout the year which consist of a comprehensive portfolio of strategically curated courses which we will be useful to you in planning your upcoming online training needs.

Our practical, hands-on and structured courses are a perfect choice when you have limited participants for an in-plant solution. If you have needs for courses other than those listed in our Calendar, then please contact us.



Corporate Training

We offer in-plant training programmes in various departments of different industry. Led by our expert trainers, our trainings can be tailored to suit your business and industry needs.

We are proud to be able to work with you and to offer quality training services that provide excellent value for your manpower investment.



Bespoke Training

We understand one size doesn't fit all. Therefore, we tailor our courses to suit your organization's learning needs. Our bespoke solutions are devised with your interest in mind, and are customized to meet your operational, strategic and specific business needs.



1

LEADERSHIP AND MANAGEMENT DEVELOPMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
SUPERVISORY MANAGEMENT AND LEADERSHIP	5							8					1 DAY	#120,000	#80,000
DEVELOPING MANAGERIAL COMPETENCE AND CAPACITY	6			8					14				1 DAY	#120,000	#80,000
ENHANCEMENTS OF NEW MANAGERS PERFORMANCE	8		12			5				19			1 DAY	#120,000	#80,000
OFFICE ETHICS AND RELATIONSHIP MANAGEMENT		7			14								1 DAY	#120,000	#80,000
DELEGATION AND FOLLOWUP STRATEGIES			5				16				24		1 DAY	#120,000	#80,000
CONFLICT MANAGEMENT		2				2							1 DAY	#120,000	#80,000
CORPORATE GOVERNANCE	17								18				1 DAY	#120,000	#80,000
BUILDING A SUPER RESILIENT ORGANIZATION	14							18					1 DAY	#120,000	#80,000
LEADING THROUGH NARRATIVE		18- 19					12 -13						2 DAYS	#180,000	#120,000

IGNITING INNOVATION FOR IMPACT	9							15			1 DAY	#120,000	#80,000
EQUALITY AND DIVERSITY IN LEADERSHIP			4							18	1 DAY	#120,000	#80,000
WRITING EFFECTIVE POLICIES AND PROCEDURE		10-11						19-20			2 DAYS	#180,000	#120,000
REPORT WRITING AND COMMUNICATION SKILLS FOR AUDITORS					7					9	1 DAY	#120,000	#80,000
THE EMOTIONAL RESILIENT LEADER		11-12									2 DAYS	#180,000	#120,000
KEY PERFORMANCE INDICATORS AND OPTIMISATION			5-6							12-13	2 DAYS	#180,000	#120,000
HIGH IMPACT BUSINESS COMMUNICATION		9							11		1 DAY	#120,000	#80,000
MASTERING FACT FINDING AND INVESTIGATION	4					7					1 DAY	#120,000	#80,000
DEVELOPING YOUR CULTURAL INTELLIGENCE & LEADING IN A GLOBAL ORGANIZATION				2					14		1 DAY	#120,000	#80,000
CREATING A CULTURE OF INNOVATION		1								15	1 DAY	#120,000	#80,000
GLOBAL BUSINESS LEADERSHIP AND RELATIONS		22-23						3-4			2 DAYS	#180,000	#120,000
THE LEADERSHIP AND MANAGEMENT TRANSITION			7						9		1 DAY	#120,000	#80,000

DATA ANALYTICS FOR MANAGERIAL DECISION MAKING	11				17					1 DAY	#120,000	#80,000
MANAGING YOUR ENERGY FOR PEAK PERFORMANCE			9						18	1 DAY	#120,000	#80,000
ORGANIZATIONAL AGILITY MASTERCLASS	2						21			1 DAY	#120,000	#80,000
SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADERSHIP AND INNOVATION		10-11							12-13	1 DAYS	#180,000	#120,000
BEHAVIOURAL MANAGEMENT AND EMOTIONAL INTELLIGENCE			13			7				1 DAY	#120,000	#80,000
CROSS- FUNCTIONAL MANAGEMENT; PRINCIPLES, PROCESSES AND SUCCESS	18		9				4			1 DAY	#120,000	#80,000
ADAPTIVE LEADERSHIP		2						17		1 DAY	#120,000	#80,000
LEAN PERFORMANCE AND PEOPLE CAPACITY DEVELOPMENT	3				7				12	1 DAY	#120,000	#80,000
DEVELOPING LEADERSHIP EXCELLENCE BY MEASURING PERFORMANCE, CONTINUOUS IMPROVEMENT & BENCHMARKING		12-13			7-8				12-13	2 DAYS	#180,000	#120,000
COLLABRATIVE LEADERSHIP QAQND COLLECTIVE WISDOM			19- 20							2 DAYS	#180,000	#120,000
THE DIRECTOR AS A STRATEGIC LEADER	12		5			14				1 DAY	#120,000	#80,000

CREATIVE PROBLEM SOLVING FOR INNOVATIVE LEADERSHIP		5			2				12	1 DAY	#120,000	#80,000
THE ESSENTIALS OF LEADERSHIP & STRATEGIC MANAGEMENT	4-5			3-4			9-8			2 DAYS	#180,000	#80,000
ORGANIZATIONAL POLITICS & POWER DYNAMICS		15			7				18	1 DAYS	#120,000	#80,000
FINANCE, RISK MANAGEMENT & CORPORATE GOVERNANCE			8-10			5-7			15-17	3 DAYS	#220,000	#150,000
THE CHALLENGES OF LEADERSHIP & BUSINESS SUSTAINABILITY	18		5-6					23		1 DAY	#120,000	#80,000
EMERGING LEADERS IN A DIGITAL AGE		22			21				5	1 DAY	#120,000	#80,000
EMOTIONAL INTELLIGENCE IN LEADERSHIP PINNACLE	11		22					5		1 DAY	#120,000	#80,000
SAFETY LEADERSHIP IN THE OIL AND GAS INDUSTRY		8-9		24-25				7-8		2 DAYS	#120,000	#900,000
ESSENTIALS OF PRESENTATION SKILLS		22		17				30		1 DAY	#120,000	#80,000
FUNDAMENTALS OF EVERYDAY LEADERSHIP		8				12			11	1 DAY	#120,000	#80,000
HAPPY WORKPLACE LEADERSHIP PROGRAMME			22	10				13		1 DAY	#120,000	#80,000
COMMUNICATIONS SKILLS FOR LEADERS IN THE DIGITAL AGE		15			11				18	1 DAY	#120,000	#80,000

BUSINESS RELATIONSHIP, CORPORATE IDENTITY AND BRAND MANAGEMENT			22-24				15-17				29-31		3 DAYS	#250,000	#200,000

2 STRATEGY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
STRATEGIC PLANNING, DEVELOPMENT & IMPLEMENTATION			8-9		03-4			9-10					2 DAYS	#180,000	#80,000
LEADING AND MANAGING THROUGH STRATEGIC PLANNING & INNOVATION	5-6			5-6			5-6						2 DAYS	#180,000	#80,000
SHAREHOLDER ENGAGEMENT & MANAGEMENT			15-16			7-8			27-28				2 DAYS	#180,000	#80,000
BUSINESS STRATEGY MANAGEMENT		8			3			9					1 DAY	#120,000	#80,000
STRATEGIES FOR LEADING SUCCESSFUL CHANGE INITIATIVE	11					13				4			1 DAY	#120,000	#80,000
STRATEGIC RESILIENCE A TOOL FOR PERFORMANCE MANAGEMENT				12							8		1 DAY	#120,000	#80,000
STRATEGIC PURCHASING & SUPPLY MANAGEMENT			22-23				19-20	16			15-16		2 DAYS	#180,000	#90,000
STRATEGIC ORGANIZATIONAL DEVELOPMENT	18				10				20				1 DAY	#120,000	#80,000

COMMUNICATION STRATEGIES FOR SENIOR LEADERSHIP		15				21				11			1 DAY	#120,000	#80,000
STRATEGIC ENTERPRISE ANALYSIS AND CONSULTING SKILLS				18-19					23-24			22-23	2 DAYS	#180,000	#150,000
STRATEGIC PLANNING, MANAGEMENT CONTROL & EFFECTIVE BUDGETING	25-26					17-18						13-14	2 DAYS	#180,000	#150,000
STRATEGY, RISK, NEGOTIATION & LEADERSHIP		22-24						26-28				29-31	3 DAYS	#200,000	#180,000
STRATEGIES FOR EXCELLING IN YOUR LEADERSHIP & BUSINESS SKILLS			29-30				28-29					13-14	2 DAYS	#180,000	#80,000
STRATEGIES FOR WORKPLACE CONFLICT MANAGEMENT	31			26								18	1 DAY	#120,000	#80,000
STRATEGY FOR BUSINESS-CASE WRITING FOR NEW PRODUCTS		29				10						6	1 DAY	#120,000	#80,000

3 SALES AND MARKETING															
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
SALES STRATEGIES FOR OTC	4				24					18			1 DAY	#120,000	#80,000
STRATEGIC MARKETING MANAGEMENT		22				21			13				1 DAY	#120,000	#80,000

EFFECTIVE PRODUCT MANAGEMENT			5			12			29		1 DAY	#120,000	#80,000
INTEGRATED MARKETING COMMUNICATION STRATEGIES	11			17				20			1 DAY	#120,000	#80,000
SALES TERRITORY PLANNING AND MANAGEMENT		22-23				14-15				11-12	2 DAYS	#180,000	#90,000
FUNDAMENTALS OF MARKETING RESEARCH			22					16		15	1 DAY	#120,000	#80,000
DEVELOPING SUPER SALES EXECUTIVES		8			17					13	1 DAY	#120,000	#90,000
TRANSFORMATIONAL LEADERSHIP AND TEAM BUILDING	18-19			19-20						15-16	2 DAYS	#180,000	#90,000
CUSTOMER RELATIONSHIP MANAGEMENT			15				12			15	1 DAY	#120,000	#80,000
BUILDING BRAND EQUITY		22			17					6	1 DAY	#120,000	#80,000
BUILDING BRAND EQUITY				19				16		22	1 DAY	#120,000	#80,000
CREDIT SALES MANAGEMENT: CREDIT MARKETING	25-26				17-18					4-5	2 DAYS	#180,000	#90,000
MARKETING OF SERVICES FOR PHARMACEUTICAL		22				14				11	1 DAY	#120,000	#80,000
COMPETITORS' INTELLIGENCE & CONSUMER INSIGHT				10-11			19-20			22-23	2 DAY	#180,000	#90,000

MARKETING FOR NON-MARKETING EXECUTIVE	15			17			13			1 DAY	#120,000	#80,000
EFFECTIVE EXECUTIVE PRESENTATION		22			21			18		1 DAY	#120,000	#80,000
STRATEGIC SALES & CUSTOMER MANAGEMENT	30-31			10-11				18-19		2 DAYS	#180,000	#90,000
MANAGING KEY ACCOUNTS: PLANNING & STRATEGY		8-9		17-18					29-30	2 DAYS	#180,000	#100,000
EXCELLENT CUSTOMER SERVICE		15			7				22	1 DAY	#120,000	#80,000
COMPETITORS INTELLIGENCE & CONSUMER INSIGHT	11-12			17-18				11-12		2 DAY	#180,000	#100,000
		8			14		13			1 DAY	#120,000	#80,000
DIRECT MARKETING		29		17		23				1 DAY	#120,000	#80,000
NEGOTIATION SKILLS			15			19		18		1 DAY	#120,000	#80,000
EFFECTIVE BUSINESS TO BUSINESS (B2B) MARKETING	25			12			13			1 DAY	#120,000	#80,000
LEADERSHIP AND CRISIS MANAGEMENT SKILLS		15					23		22	1 DAY	#120,000	#80,000
NEGOTIATION AND CONFLICT MANAGEMENT IN ORGANIZATIONS				12		19		11		1 DAY	#120,000	#80,000

VALUE ADDED MARKETING: ADVANCED MARKETING	22			7		13			1 DAY	#120,000	#80,000
SALES PIPELINE MANAGEMENT TRAINING	4				26			22	1 DAY	#120,000	#80,000
ESSENTIALS OF SALES ADMINISTRATION		15				23		15	1 DAY	#120,000	#80,000
BUILDING DEVELOPMENT COMPETENCIES: SUCCEEDING IN MANAGEMENT OF RETAIL SALES.	15-16			10-11			6-7		2 DAY	#180,000	#100,000
NEGOTIATING SKILLS; ACHIEVING SUCCESSFUL		22			22			11	1 DAY	#120,000	#80,000
COMPETITORS INTELLIGENCE AND CUSTOMER INSIGHT.	30- 31		11-12				27-28		2 DAYS	#180,000	#90,000
HANDLING OBJECTION, REJECTION AND BARRIER IN SALES.		15-16			14-15			11-12	2 DAYS	#180,000	#90,000
UNDERSTANDING DIGITAL MARKETING	8			24				22	2 DAYS	#180,000	#120,000
INTRODUCTION TO SOCIAL MEDIA MARKETING		18-19		18-19		12-13		8-9	2 DAYS	#180,000	#120,000
FOUNDAMENTALS OF GOOGLE ADS	1		23		16		8		1 DAY	#120,000	#80,000
LAUNCHING YOUR ONLINE BUSINESS	25	12		27		8		14	1 DAY	#120,000	#80,000
CREATING A GOOGLE ADS SEARCH CAMPAIGN		16-17		10-11				17-18	2 DAYS	#180,000	#120,000

4

HUMAN RESOURCES MANAGEMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
ADVANCING PERFORMANCE THROUGH TARGETS SETTINGS AND APPRAISAL PROCESSES.		5-6				21 - 22			4-5				2 DAYS	#180,000	#100,000
HUMAN RESOURCES BUSINESS PARTNERSHIP APPROACH			22					16			8		1 DAY	#120,000	#80,000
DATA ANALYSIS TECHNIQUES, MODELING AND STRATEGIES FOR HR MANAGER.	2 5 - 2 6			5- 6			5- 6						2 DAYS	#180,000	#100,000
LEADING STRATEGIC HUMAN RESOURCES TRANSFORMATION.		8			10				27				1 DAY	#120,000	#80,000
EFFECTIVE PAYROLL MANAGEMENT AND STATUTORY DEDUCTIONS				5- 6				9 - 1 0		25-26			2 DAYS	#180,000	#80,000
MANPOWER SUCCESSION AND RETENTION COURSE.					5				13				1 DAY	#120,000	#80,000
LEADING AND MANAGING DIFFICULT TEAM			8			7			27				1 DAY	#120,000	#80,000
PERSONAL AND TEAM RESILIENCE IN A CHANGING WORLD		8					5				8		1 DAY	#120,000	#80,000
COMPENSATION, BENEFITS ADMINISTRATION AND REWARDS MANAGEMENT				5				9		11			1 DAY	#120,000	#80,000

MANAGING EMPLOYEE PERFORMANCE, BEHAVIOUR & ATTITUDES			5-7				27-29			3 DAYS	#200,000	#150,000
HR ESSENTIALS FOR EFFECTIVE MANAGEMENT		15			12			18		1 DAY	#120,000	#80,000
HR SKILLS FOR NON-HR PROFESSIONALS	22			14			20			1 DAY	#120,000	#80,000
FUNDAMENTALS OF EVERYDAY LEADERSHIP			12		12					1 DAY	#120,000	#80,000
HR FOUNDATION FOR ORGANIZATIONAL & CAREER DEVELOPMENT SUCCESS		15-16				16-17		18-19		2 DAYS	#180,000	#100,00
COACHING, MENTORING & CAREER DEVELOPMENT FOR SUCCESS	15-16				12-13			22-23		2 DAYS	#180,000	#100,000
LEADERSHIP TO EMPOWER, ENABLE AND ENGAGE		8-9		14-15			13-14			2 DAYS	#180,000	#90,000
FUNDAMENTALS OF HUMAN RESOURCES ADMINISTRATION			12			16				1 DAY	#120,000	#80,000
TRAINING, DESIGN & DEVELOPMENT FOR LEARNING SUCCESS	15-16			10-11				11-12		2 DAYS	#180,000	#90,000
MANAGING PEOPLE, CHANGE, AND ENGAGEMENT		9-10				5-6		15-16		2 DAYS	#180,000	#90,000
DESIGNING & IMPLEMENTING COMPETENCY FRAMEWORKS AND ASSESSMENT TOOLS					28-29			25-26		2 DAYS	#180,000	#90,000

LEADING STRATEGIC HR TRANSFORMATION	15			24					13				1 DAY	#120,000	#80,000
EMPLOYEE ENGAGEMENT AND INDUSTRIAL RELATIONS MANAGEMENT			8-9					16-17		18-19			2 DAYS	#180,000	#100,000
FUNDAMENTALS OF MANAGING EMPLOYEE IN UNIONIZE ORGANIZATION		15			26				13				1 DAY	#120,000	#80,000
CORPORATE IDENTITY AND BRAND MANAGEMENT			22-23				19-20			18-19			2 DAYS	#180,000	#100,000
DEVELOPING AND IMPLEMENTING STRATEGIC HUMAN RESOURCES MANAGEMENT PLANS					10-11				20-21				2 DAYS	#180,000	#100,000
PUBLIC RELATIONS AND SUCCESS CAMPAIGNS			15-16			9-10				11-12			2 DAYS	#180,000	#100,000

5

TELECOMMUNICATION / ICT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
INTRODUCTION TO MOBILE BROADBAND TRANSFORMATION		15				21				4			1 DAY	#120,000	#80,000
GSM & GPRS FUNDAMENTALS			22-23					23-24			8-9		2 DAYS	#180,000	#100,000
OPERATIONS, MONITORING & CONTROL OF ELECTRIC MACHINE AND INDUSTRIAL PROCESSES	11-13			12-14					13-15				3 DAYS	#200,000	#150,000

IT SERVICE MANAGEMENT WITH SYSTEM CENTER 2012 R2 SERVICE MANAGER	25-26								15-16		2 DAYS	#180,000	#100,000
CONTINUITY, RESILIENCE AND RECOVERY; DISASTER RECOVERY MANAGER			12-13				16-17		11-12		2 DAYS	#180,000	#100,000
DEPLOYING AND MANAGING WINDOWS 10 USING ENTERPRISE SERVICES				17					13		1 DAY	#120,000	#80,000
ADVANCED TECHNOLOGIES OF SHAREPOINT 2016	15								11		1 DAY	#120,000	#80,000
IMPLEMENTING MICROSOFT AZURE INFRASTRUCTURE SOLUTIONS			12				16			22	1 DAY	#120,000	#80,000
CISCO CCNA SECURITY	15			10					13		1 DAY	#120,000	#80,000
CLOUD COMPUTING AND CONFIGURING		22-23			14-15				11-12		2 DAYS	#180,000	#80,000
IMPLEMENTING AND MANAGING WINDOWS 10"			12				16				1 DAY	#120,000	#80,000
CONFIGURING, MANAGING AND MAINTAINING WINDOWS SERVER	13-15				14-16				13-15		3 DAYS	#200,000	#150,000
ISO/IEC 20000 LEAD IMPLEMENTER		14-15								29-30	2 DAYS	#180,000	#100,000
WEB MANAGEMENT	16				8				19		1 DAY	#120,000	#80,000

ISO/IEC 20000 IT SERVICE MANAGEMENT				11				14					1 DAY	#120,000	#80,000
NEXT GENERATION WIRELESS NETWORK		23									15		1 DAY	#120,000	#80,000
SOFTWARE DEVELOPMENT	4-5												2 DAYS	#200,000	#100,000
NETWORK MANAGEMENT AND OPERATION	9-10			3-4			11-12		16-17				2 DAYS	#180,000	#100,000
DEVOPS IMPLEMENTATION SERVICE	11		14			7			5				1 DAY	#120,000	#80,000
CYBER SECURITY MANAGEMENT	13	18		21			16			8			1 DAY	#120,000	#80,000
VERCEL DEPLOYMENT	5			9	11					18			1 DAY	#120,000	#80,000
AMAZON WEB SERVICE MANAGEMENT	9		11		19						19		1 DAY	#120,000	#80,000

PROJECT MANAGEMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
INTRODUCTION TO PROJECT MANAGEMENT 101 – FUNDAMENTALS		23										16	1 DAY	#120,000	#80,000
MANAGING MULTIPLE TASKS, PRIORITIES & DEADLINES			16			23				26			1 DAY	#120,000	#80,000

ESSENTIAL OF PROJECT MANAGEMENT		8	17	21				1 DAY	#120,000	#80,000
MANAGING A MATRIX TEAM	16	13					23	1 DAY	#120,000	#80,000
VALUE ENGINEERING SKILLS	23		15				26	1 DAY	#120,000	#80,000
PEOPLE, TIME AND TASK MANAGEMENT		17					29	1 DAY	#120,000	#80,000
PROJECT PREPARATION & CONTRACTS MANAGEMENT	1 2 - 1 3		11 - 12				14-15	2 DAYS	#180,000	#100,000
CONTRACT NEGOTIATION AND DEVELOPMENT		24-25					19-20	2 DAYS	#180,000	#90,000
EFFECTIVE PROJECT CONTROLS SYSTEM	23	19		29			24	1 DAY	#120,000	#80,000
LEADING AND CREATING VIRTUAL TEAMS	1 2		18				13	1 DAY	#120,000	#80,000
PROJECT DELAY MANAGEMENT AND CLAIM ASSESSMENT		17-18	11 - 12				4-5	2 DAYS	#180,000	#90,000
CONSTRUCTION SITE MANAGEMENT AND SUPERVISION	16			15			7	1 DAY	#120,000	#80,000
PUBLIC-PRIVATE PARTNERSHIP (PPP) PROJECT PREPARATION	1 9		19				19	1 DAY	#120,000	#80,000

CONTRACT EXCELLENCE FOR NON-LEGAL PROFESSIONALS			16						23		1 DAY	#120,000	#80,000
PROJECT RISKS, UNCERTAINTY & DECISIONS ANALYSIS		16-17			8-9			7-8			2 DAYS	#180,000	#90,000
MANAGING CHANGES DURING PROJECT EXECUTION	17			11				12			1 DAY	#120,000	#80,000
UNDERSTANDING REQUIREMENT ANALYSIS AND IMPLEMENTATION			23-24		27-28			14-15			2 DAYS	#180,000	#100,000
MANAGING PROJECT STAKEHOLDERS' ENGAGEMENT AND ANALYSIS		16							17		1 DAY	#120,000	#80,000
DEVELOPING AND IMPLEMENTING PROJECT EXECUTION STRATEGIES				13-14			23-24	13-14			2 DAYS	#180,000	#90,000
ESSENTIALS OF PROJECT SCHEDULING SKILLS	26			12				13			1 DAY	#120,000	#80,000

6

PERSONAL DEVELOPMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
PERSONAL PRODUCTIVITY		16					7			13			1 DAY	#120,000	#80,000
ENTREPRENEURIAL DEVELOPMENT SKILLS				13				24			29		1 DAY	#120,000	#80,000
TIME AND LIFE MANAGEMENT FOR EFFECTIVENESS	19-20				18-19					13-14			2 DAYS	#180,000	#90,000
JOB EFFECTIVENESS AND EFFICIENCY			17				19			26			1 DAY	#120,000	#80,000
BUSINESS WRITING		23			25			30					1 DAY	#120,000	#80,000
CRITICAL THINKING AND INNOVATIVE SKILLS			23-24							26-27			2 DAYS	#180,000	#90,000
PERSONAL EMPOWERMENT AND COMMITMENT AT WORKPLACE				13					20				1 DAY	#120,000	#80,000
EFFECTIVE TIME, TASK, AND WORK PLANNING		23-25				28-30					23-25		3 DAYS	#200,000	#150,000
PRIORITY MANAGEMENT: OPTIMISING TIME, WORKFLOW AND PRODUCTIVITY			23-25							26-28			3 DAYS	#200,000	#150,000

STRATEGIC PLANNING AND GOAL SETTING: SETTING BUSINESS GOALS, TARGETS AND DELIVERABLES				25 -				21-23				2 DAYS	#180,000	#90,000
PERSONAL EFFICIENCY AND EFFECTIVENESS		23							26			1 DAY	#120,000	#80,000
EFFECTIVE COMMUNICATION & INTERPERSONAL RELATIONSHIP SKILLS	23				22					24		1 DAY	#120,000	#80,000
MANAGING CUSTOMERS FOR COMPETITIVE ADVANTAGE			13					14				1 DAY	#120,000	#80,000
CUSTOMERS EXPERIENCE PERFECTION FOR BUSINESS DEVELOPMENT	24								26			1 DAY	#120,000	#80,000
IMPROVING PUBLIC RELATIONS MANAGEMENT SKILLS				17				27				1 DAY	#120,000	#80,000

FINANCIAL AND ACCOUNTING

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
NEW LEASE ACCOUNTING UNDER IFRS 16			23				26				23		1 DAY	#120,000	#80,000
COMPREHENSIVE IFRS (EXECUTIVE)		23-24				22-23				25-26			2 DAYS	#180,000	#90,000
INCOME TAX ACCOUNTING UNDER IAS 12					18				21				1 DAY	#120,000	#80,000
ACCOUNTING, DECISION MAKING AND FINANCIAL COMMUNICATION					26-27					26-27			2 DAYS	#180,000	#90,000
AN INTEGRATED APPROACH TO FINANCIAL AND BUSINESS PLANNING			24-26				20-22		28-30				3 DAYS	#200,000	#150,000
ACCOUNTING FOR PROPERTIES, PLANTS AND EQUIPMENT REVENUE		23-25				22-24					28-30		3 DAYS	#200,000	#150,000
UNDERSTANDING EXECUTIVE RENUMERATION				20				17					1 DAY	#120,000	#80,000
PAYROLL MANAGEMENT AND PROCESSES		27		5			27			25			1 DAY	#120,000	#80,000
ACCOUNTING UNDER IAS 18			29			22					23		1 DAY	#120,000	#80,000
ACCOUNTING FOR EMPLOYEE BENEFITS AND COMPENSATION					26-27				13-14				2 DAY	#180,000	#90,000

STRATEGIC FINANCIAL MANAGEMENT	23				27		26		1 DAY	#120,000	#80,000
DIGITAL FINANCE			20			14		30	1 DAY	#120,000	#80,000
ANALYZING FINANCIAL STATEMENT		10			29		26		1 DAY	#120,000	#80,000
BALANCE SHEET				4			28		1 DAY	#120,000	#80,000
FINANCE FOR ENGINEERS, PROJECT, AND TECHNICAL PROFESSIONAL				17-19			14-16		3 DAYS	#200,000	#150,000
RISK MANAGEMENT	23				21		26		1 DAY	#120,000	#80,000
FINANCIAL ASSETS ACCOUNTING UNDER IFRS 9		23			27			23	1 DAY	#120,000	#80,000
ACCOUNTING FOR DERIVATES UNDER IFRS			19				14		1 DAY	#120,000	#80,000
FINANCE FOR NON-FINANCE MANAGERS	29			4		24			1 DAY	#120,000	#80,000
BANKRUPTCY AND INSOLVENCY		24			22			12	1 DAY	#120,000	#80,000
ACCOUNTING FOR BUSINESS COMBINATION AND RESTRUCTURING			20-21		27-28			17-18	2 DAYS	#180,000	#100,000
FINANCE, RISK MANAGEMENT AND CORPORATE GOVERNANCE				18-19			14-15		2 DAYS	#180,000	#90,000

PREPARATION AND CLOSING MONTH-END & YEAR-END ACCOUNTS			16 - 17				17 - 18		29-30		2 DAYS	#180,000	#90,000
INTEGRATING BUDGETING, FORECASTING & BUSINESS PLANNING		16-18				15 - 17			26-28		2 DAYS	#200,000	#150,000
FORECASTING AND COST ANALYSIS TECHNIQUES			13 - 14			20 - 21		7-8			2 DAYS	#180,000	#90,000
BANK RECONCILIATION AND PETTY CASH MANAGEMENT		23-24				15 - 16		13-14			2 DAYS	#180,000	#90,000
INTERNATIONAL STANDARD ON ASSURANCE ENGAGEMENT			23			26			23		1 DAY	#120,000	#80,000
UNDERSTANDING GENERAL PRINCIPLES ON FINANCIAL ACCOUNTING REPORTING STANDARD			13 - 14						25-26		2 DAYS	#180,000	#90,000
OPERATIONAL FINANCE		23-24				22 - 23		14-15			2 DAYS	#180,000	#90,000
MANAGEMENT ACCOUNTING FOR ENHANCING CORPORATE VALUES AND STRENGTHENING OPERATIONS			23 - 25				16 - 18		23-25		3 DAYS	#200,000	#150,000
UNDERSTANDING THE DIFFERENCE BETWEEN FINANCIAL AND MANAGEMENT ACCOUNTING PRINCIPLES					4-5				18-19		2 DAYS	#180,000	#90,000
THE ESSENTIALS OF PROPER ACCOUNTING RECORDS KEEPING AND REPORTING			20 - 21			27 - 28		14-15			2 DAYS	#180,000	#90,000
SPREADSHEET SKILLS FOR PLANNING, FORECASTING AND BUDGETING		23-25				22 - 24			16-18		3 DAYS	#200,000	#150,000

PROJECT FINANCE & FINANCIAL ANALYSIS TECHNIQUES FOR INFRASTRUCTURE PROJECTS			30-31					24 - 25					2 DAYS	#180,000	#90,000
ADAPTING THE CORPORATE BUDGET IN THE WAKE OF THE UNKNOWNNS				13				27			19		1 DAY	#120,000	#80,000
ANTI-MONEY LAUNDERING. FinTech Security and Regulation			9- 10		18 - 19			20 - 21			15-16		2 DAYS	#200,000	180,000

8

INVESTMENT AND CORPORATE FINANCE

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
ANALYSIS OF FINANCIAL STATEMENT AND PERFORMANCE		23					20				17		1 DAY	#120,000	#80,000
BUDGETING AND FORECASTING IN FINANCE AND TREASURY MANAGEMENT			22 - 23			22 - 23				26-27			2 DAYS	#180,000	#90,000
CAPITAL BUDGETING AND INVESTMENT					17 - 18				21-22				2 DAYS	#180,000	##90,000
CASH FLOW MANAGEMENT TECHNIQUES		24		20				24					1 DAY	#120,000	#80,000
INTRODUCTION TO CORPORATE FINANCE			24				27				23		1 DAY	#120,000	#80,000

BUSINESS VALUATION PRINCIPLES					25				21				1 DAY	#120,000	#80,000
APPRAISALS CAPITAL STRUCTURE AND VALUE MAXIMIZATION		22-23								19-20			2 DAYS	#180,000	#90,000
MODELLING A REAL COMPANY FROM SCRATCH										19			1 DAY	#120,000	#80,000
INVESTMENT MANAGEMENT TECHNIQUE			24					27				23	1 DAY	#120,000	#80,000#80,000
ADVANCED INVESTMENT STRATEGIES.		23			18				14				1 DAY	#120,000	#80,000
PORTFOLIO MANAGEMENT				20				24		26			1 DAY	#120,000	#80,000
EFFECTIVE BUSINESS RISK MANAGEMENT STRATEGIES FOR CORPORATE ORGANIZATION			24						15				1 DAY	#120,000	#80,000
NAVIGATING THE CAPITAL MARKET FOR NEW INVESTMENT REPRESENTATIVE.		23-24										24-25	2 DAYS	#180,000	#100,000

9

CREDIT AND MORTGAGE

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
RISK MANAGEMENT AND CREDIT PRINCIPLES		24-25					27-28				16-17		2 DAY	#180,000	#100,000

MARKETING CREDIT AND MORTGAGE			24						27			1 DAY	#120,000	#80,000
CREDIT MANAGEMENT AND ASSESSMENT				20					14			1 DAY	#120,000	#80,000
ADVANCED CREDIT CONTROL - CUSTOMER FOCUSED		24						27				1 DAY	#120,000	#80,000
PROPERTY MANAGEMENT				20					21			1 DAY	#120,000	#80,000
CONCEPTUAL APPROACHES TO CREDIT RISK MODELING			23					27			27	1 DAY	#120,000	#80,000
ECL MODEL BUILDING TRAINING (IFRS 9)		15										1 DAY	#120,000	#80,000
IFRS 9 & 16 MODEL BUILD FOR CORPORATES						17 - 18					27-28	2 DAY	#180,000	#100,000

10

TAXATIONS

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
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TRANSACTION TAXES (VAT AND WHT) MANAGEMENT: THE PRACTICAL PERSPECTIVE	16-17				27-28			17-18	2 DAYS	#180,000	#90,000
FINANCIAL INSTRUMENTS ACCOUNTING: SIMPLIFYING IFRS 9'S PRINCIPLES		23-24			15-16		14-15		2 DAYS	#180,000	#100,000
TAXATION OF EXPATRIATES AND NON- RESIDENT COMPANIES				25				27	1 DAY	#120,000	#80,000
INCOME TAX ACCOUNTING: NAVIGATING THE COMPLEXITIES	16-17		20-21					10-11	2 DAYS	#180,000	#90,000
TRANSFER PRICING RISK MANAGEMENT: THE NEW ERA OF BEPS	24-25				15-16		15-16		2 DAYS	#180,000	#100,000
IFRS 15 REVENUE ACCOUNTING: PRACTICAL APPLICATIONS		23-24				27-28		15-16	2 DAYS	#180,000	#100,000
COMPREHENSIVE IFRS (EXECUTIVE)			21					20	1 DAY	#120,000	#80,000
TAXATION AND REVENUE MANAGEMENT	22				22		14		1 DAY	#120,000	#80,000
REVENUE FORECASTING AND ANALYSIS		22				2-7		24	1 DAY	#120,000	#80,000
THE ESSENTIALS OF PAYE CALCULATIONS				17				26	1 DAY	#120,000	#80,000
UNDERSTANDING THE IMPORTANCE PITA CALCULATION	15				21		14		1 DAY	#120,000	#80,000
ANNUAL TAX FILLING RETURNS REQUIREMENT		29				27		23	1 DAY	#120,000	#80,000

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
LOGISTICS MANAGEMENT		22					27			12			1 DAY	#120,000	#80,000
WAREHOUSE OPERATIONS MANAGEMENT			23			21			14				1 DAY	#120,000	#80,000
INVENTORY AND STOCK-KEEPING MANAGEMENT					25 - 26						24-25		2 DAY	#180,000	#100,000
CHANNEL AND SUPPLY CHAIN MANAGEMENT		23					14			25			1 DAY	#120,000	#80,000

11

REAL ESTATE

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
CONSTRUCTION PROJECTS- POST CONTRACT MANAGEMENT		23				22				26			1 DAY	#120,000	#80,000
PUBLIC SECTOR PROPERTY ASSET MANAGEMENT				27				17			9		1 DAY	#120,000	#80,000
REAL ESTATE FUNDING AND FINANCE					26 - 27				14-15				2 DAY	#180,000	#100,000

REAL ESTATE VALUATION AND FINANCING	23-24					28-29			19-20			2 DAY	#180,000	#90,000
REAL ESTATE DEVELOPMENT INVESTMENT AND MANAGEMENT		24			29					16		1 DAY	#120,000	#80,000
RESIDENTIAL BUILDING SYSTEMS AND MAINTENANCE MANAGEMENT			27-28					13-14				2 DAY	#180,000	#80,000
FACILITY OPERATIONS AND MAINTENANCE MANAGEMENT	23-24			24-25					26-27			2 DAY	#180,000	#100,000
FACILITY FINANCIAL MANAGEMENT				25					25			1 DAY	#120,000	#80,000
LEGAL DIMENSIONS IN REAL ESTATE INVESTMENT CONTRACTS.		23					23			22		1 DAY	#120,000	#80,000
IFRS FOR THE REAL ESTATE SECTORS	23					27			25			1 DAY	#120,000	#80,000

12

HEALTH, ENVIRONMENT AND SAFETY DEPARTMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
THE ORGANIZATIONAL IMPORTANCE OF QHSE						22				26			1 DAY	#120,000	#80,000
INTRODUCTION TO QUALITY, HEALTH, SAFETY AND ENVIRONMENT (QHSE)			23				27				16		1 DAY	#120,000	#80,000

ADVANCE RISK, RELIABILITY & SAFETY MANAGEMENT TECHNIQUES	22						14			1 DAY	#120,000	#80,000
STRATEGIC CRISIS MANAGEMENT, INCORPORATING SECURITY & MAJOR EMERGENCY RESPONSE			20				24			1 DAY	#120,000	#80,000
SAFETY LEADERSHIP IN THE OIL AND GAS		22			29				26	1 DAY	#120,000	#80,000
IOSH MANAGING SAFETY	22								21	1 DAY	#120,000	#80,000
CASE STUDIES OF LEARNING FROM MAJOR FAILURES - TOWARDS AN OPERATIONAL EXCELLENCE					27				27	1 DAY	#120,000	#80,000
WASTE MANAGEMENT AND POLLUTION CONTROLS		23				27			23	1 DAY	#120,000	#80,000
EMERGENCY RESPONSES CONTROL TECHNIQUES / CPR MANAGEMENT	23				15				18	1 DAY	#120,000	#80,000
WORKING AT HEIGHT AND LADDER USE SAFETY		23				20			22	1 DAY	#120,000	#80,000
THE IMPORTANCE OF SITUATIONAL AWARENESS			21						14	1 DAY	#120,000	#80,000
CONSTRUCTION SITE RISK CONTROL AND MITIGATION MECHANISM/TECHNIQUES (TAG-OUT & LOCK-OUT)	22								19	1 DAY	#120,000	#80,000
INCIDENT INVESTIGATION AND REPORTING TECHNIQUES – (5 YS)		23			8				23	1 DAY	#120,000	#80,000

MATERIAL SELECTION AND FAILURE ANALYSIS			20			23				1 DAY	#120,000	#80,000	
A-Z OF RISK, RELIABILITY & SAFETY MANAGEMENT	22						13			1 DAY	#120,000	#80,000	
WATER TREATMENT (LAB TEST, COLOUR ANALYSIS, TASTE ANALYSIS, PURIFICATION ETC.)			20		26			19		1 DAY	#120,000	#80,000	
THE IMPORTANCE OF TOOLBOX TALK, PRE-TASK REVIEW MEETING AND PERMIT TO WORK (PTW).				21					23	1 DAY	#120,000	#80,000	
CONFINED SPACE AND HOT WORK MANAGEMENT		22				24		11		1 DAY	#120,000	#80,000	
ORGANIZATIONAL SAFETY TOOLS, CONTROL MEASURE AND EQUIPMENT ANALYSIS	15						14			1 DAY	#120,000	#80,000	
SECURITY OPERATIONS & OPERATIONAL SAFETY VIGILANCE	2		6	9		3		12	10	1 DAY	#120,000	#80,000	
HAZARD ANALYSIS CRITICAL POINT (HACCP) WORKSHOP (FOOD/PHARMA SAFETY MANAGEMENT SYSTEM-FPSMS)		15		5	8		10		18	14	1 DAY	#120,000	#80,000
PHARMACEUTICAL SAFETY & QUALITY IMPROVEMENT SKILLS		16		18	2	1	21		30	1 DAY	#120,000	#80,000	

PRODUCTION/MANUFACTURING

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	DURATION (DAYS)	FEES (#) PHYSICAL	FEES (#) VIRTUAL
PRODUCTION OPERATIONS SKILLS FOR FACTORY OPERATIVES' EFFECTIVENESS COURSE		23		19			20				17		1 DAY	#120,000	#80,000
INDUSTRIAL MACHINE OPERATIONS, SAFE PROCESSING, PACKAGING AND MATERIAL HANDLING			22-23			1-2		8-9		26-27			2 DAYS	#180,000	#90,000
PROACTIVE FORKLIFT OPERATIONS AND MECHANIZED HANDLING					17-18				21-22				2 DAYS	#180,000	##90,000
PRODUCTIVITY IMPROVEMENT, WORK ETHICS AND TIME MANAGEMENT		24		20				24					1 DAY	#120,000	#80,000
CURRENT GOOD MANUFACTURING PRACTICE (CGMP)			24				27				23		1 DAY	#120,000	#80,000
GOOD HOUSEKEEPING/5S					25				21				1 DAY	#120,000	#80,000
ADVANCED PRODUCTION		2-3		5-6		7-8		8-9		24-25		1-2	2 DAYS	#180,000	#120,000

MANAGEMENT															
ADVANCED MATERIALS MANAGEMENT		23		19			20			17		1 DAY	#120,000	#80,000	
LEAN MANUFACTURING TECHNIQUES FOR LOWER OPERATING COSTS		11-12										1 DAY	#120,000	#80,000	
EFFECTIVE SUPERVISION AND CONTROL OF FACTORY WORK, MACHINE OPERATIONS, PROCESSING, PACKAGING AND MATERIAL HANDLING		2-3		8-9			1-2			16-17	21-22	1 DAY	#180,000	#120,000	
IMPROVEMENT COURSE FOR PRODUCTION SUPERVISORS AND TECHNICIANS		25		26		7	9			16	10	1 DAY	#120,000	#80,000	
PROFESSIONAL PRODUCTION MANAGEMENT PRINCIPLES & PRACTICE			17		13		15			18	19	2 DAYS	#180,000	#120,000	
EMOTIONAL INTELLIGENCE & INTERPERSONAL SKILLS DEVELOPMENT		16	10		13		16			21	17	11	1 DAY	#120,000	#80,000
TECHNICAL SELLING TECHNIQUES AND INDUSTRIAL				12	9		19			20	18	1 DAY	#120,000	#80,000	

INTRODUCTION TO LONG TERM INSURANCE	12		6		21			14			1 DAY	#120,000	#80,000
PRINCIPLES OF REINSURANCE		25					18				1 DAY	#120,000	#80,000
FINANCIAL PLANNING			9-10					23-24		15-16	2 DAYS	#180,000	#120,000
WEALTH MANAGEMENT	22				22			14			1 DAY	#120,000	#80,000
UNDERSTANDING GENERAL INSURANCE BUSINES		17		13		15		18	19		2 DAYS	#180,000	#120,000
BUSINESS COMMUNICATION AND INFORMATION TECHNOLOGY	27		5			27			25		1 DAY	#120,000	#80,000
INSURANCE BROOKING											2 DAYS	#180,000	#120,000
INSURANCE MARKETING	2-3		5-6		7-8		8-9		24-25	1-2	2 DAYS	#180,000	#120,000
LIFE ASSURANCE, ANUITY AND PENSION MANAGEMENT	16	10		13		16		21	17	11	1 DAY	#120,000	#80,000
BUSINESS STATISTICS AND OPERATIONS RESEARCH			11-12		6-7		8-9	21-22	25-26	9-10	2 DAYS		#120,000

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