



2023 Learning & Development Programmes

1	FEB. 8th-9th	Nigeria Data Privacy Regulation (NDPR): Implication for Businesses	Member: N60,000 Non Member: N65,000 Venue: Virtual Duration: 2 Days			
2	MAR. 25th	Corporate Drivers Development Course: Attitudinal skills improvement and safety consciousness for Drivers and Dispatch Riders	Member: 50,000 Non Member: N60,000 Venue: NECA House Duration: 1 Day (Saturday)	MAR. 29th-31st	NECA Retreat For Business Managers And Executives Member: N185,000 Non Member: N195,000 Venue: Park Inn by Radisson, Abeokuta Duration: 3 Days	
3	APR. 18th-20th	Knowledge & Application of Nigerian Labour, Employment and Current Social Laws	Member: N140,000 Non Member: N150,000 Venue: Virtual Duration: 3 Days			
4	MAY. 9th-10th	Occupational Safety and Health in the Workplace: Building the Capacity of Managers/Executives	Member: N80,000 Non Member: N90,000 Venue: NECA House Duration: 2 Days	MAY. 16th-18th	Better Life in Retirement: Planning for the Future after Work Life Qualitative Life Member: N140,000 Non Member: N150,000 Venue: NECA House Duration: 3 Days	
5	JUN. 7th-8th	Emotional Intelligence Course	Member: N80,000 Non Member: N90,000 Venue: NECA House Duration: 2 Days	JUN. 20th-22nd	Sales Effectiveness for Impact in The Competitive Market Place (Strategies for Gaining Market Share) Member: N140,000 Non Member: N150,000 Venue: NECA House Duration: 3 Days	
6	JUL. 11th-13th	Intermediate Microsoft Excel Course	Member: N80,000 Non Member: N90,000 Venue: Virtual Duration: 3 Days	JUL. 25th-27th	Advanced Microsoft Excel Course Member: N90,000 Non Member: N100,000 Venue: Virtual Duration: 3 Days	
7	AUG. 15th-17th	Nigeria Data Privacy Regulation (NDPR): Implication for Businesses	Member: N60,000 Non Member: N65,000 Venue: Virtual Duration: 2 Days	8	SEP. 18th-22nd	56th Advanced Course (Residential) on Human Resources Management and Labour & Employment Relations Member: N350,000 Non Member: N360,000 Venue: Park Inn by Radisson, Abeokuta Duration: 5 Days
9	OCT. 17th-19th	Pre - Retirement Workshop: Planning for the Future after Work Life Qualitative Life	Member: N140,000 Non Member: N150,000 Venue: NECA House Duration: 3 Days	10	NOV. 7th-9th	Knowledge & Application of Nigerian Labour, Employment and Current Social Laws Member: N150,000 Non Member: N160,000 Venue: NECA House Duration: 3 Days

SOUTH - SOUTH

1	JUL. 25th-27th	Nigerian Labour, Employment & Current Social Laws: Knowledge & Application	Member: N140,000 Non Member: N150,000 Venue: PHC Duration: 3 Days	2	OCT. 9th-13th	56th Advanced Course (Residential) on Human Resources Management and Labour & Employment Relations Member: N350,000 Non Member: N360,000 Venue: PHC Duration: 5 Days
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Enterprise - Based Training Programmes

HUMAN RESOURCES MANAGEMENT

1. Business Communication, Presentation and Writing Skills for Impact in the Workplace
2. Exceptional Customer Care and Zero Tolerance for Service Gaps
3. The Manager's Brief: Management Skills Development for New Managers and Supervisors
4. Coaching, Counselling and Mentoring Skills for Managers
5. Performance Management and Appraisal System for Improved Productivity
6. Personal Effectiveness & Executive Time Management Course
7. Delivering Results Through Teams
8. Managing Personality in the Workplace using Insight Discovery
9. Facilitation Skills for Managers: A Certification Course
10. Human Resource Business Partnering: Managing the HR Function
11. Administering Training for Better Outcomes: Planning, Design, Delivery and Evaluation
12. Payroll Management: Contemporary Best Practices
13. Train the Trainers Course
14. Trends in Reward Management & Organisational Competitiveness
15. Managing Diversity in a Multi-Cultural Workplace
16. Compensation and Benefits Management for Organisational Sustainability
17. Effective Employee Disengagement: Managing Redundancy, Layoffs etc.
18. Human Resource for Non-HR Managers
19. Outsourcing: Maximizing the Benefits from Service Companies
20. Reviewing Corporate Personal Effectiveness & Productivity
21. Work Ethics & Etiquette for Organisational Competitiveness
22. Risk Management and Decision-Making Course

LABOUR, EMPLOYMENT RELATIONS & THE LAW

23. Promoting Industrial Relations in the Workplace - Capacity Building for Branch Unions
24. Employee Relations Course
25. Protecting Enterprise /Businesses from Regulatory Excesses
26. Effective Conflict Management, Grievance Resolution & Arbitration Procedures
27. Negotiation: Strategy for Business Transaction and Relationship

CUSTOMER RELATIONSHIP MANAGEMENT & MARKETING

28. Advanced Marketing Communications: Increasing your Bottomline for Top Executives/Leaders
29. Customer Relationship Management: A Pragmatic Approach to Service Excellence
30. Marketing for Effective Market Penetration and Brand Re-positioning

PRE-RETIREMENT

31. Start and Improve Your Business (SIYB)
32. Entrepreneurship Development Workshop for Managers & Potential Retirees

OCCUPATIONAL SAFETY, HEALTH & ENVIRONMENT

33. Quality, Safety, Health and Environment Training
34. Fire Fighting Techniques: Management, Prevention and Control
35. Safe-Work Practices: Enhancing Employees Safety and Health at Work

FINANCE & TAX MATTERS

36. Corporate Finance and Tax Management Challenges

PROJECT MANAGEMENT

37. Project Management Course

ISO COURSES

- ISO 9001: 2015 Quality Management System Lead
39. ISO 14001: 2015 Quality Management System Lead Auditor Course
40. ISO 22000: 2018 Food Safety Management System Lead Auditor Course

For further details please contact:
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