

2026

# Training Plan



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## Training Plan 2026

Course Title	Venue 1	Date 1	Venue 2	Date 2
<b>The Art of Motivating to Increase Productivity</b>	Cairo	08 – 04 January	Dubai	07 – 03 August
<b>Advanced Enhancement Skills for Administration Coordinators</b>	Kuala Lumpur	16 – 12 January	Cairo	13 – 09 August
<b>Advanced Presentation Skills</b>	Casablanca	23 – 19 January	Cairo	20 – 16 August
<b>Advanced Supervisory Skills</b>	Dubai	30 – 26 January	Baku	28 – 24 August
<b>Team Building and Time Management</b>	Muscat	05 – 01 February	Dubai	31 Aug – 02 Sep
<b>BASIC PRESENTATION SKILLS</b>	Dubai	06 – 02 February	Madrid	11 – 07 September
<b>Professional management of strategic events</b>	Cairo	12 – 08 February	Dubai	11 – 07 September
<b>Effective Time and Priority Management</b>	Sharm El-Shaikh	29 March – 02 April	Istanbul	18 – 14 September
<b>Enhancing Interpersonal Skills</b>	Dubai	10 – 06 April	Dubai	25 – 21 September
<b>Becoming a Winning Team Members</b>	Cairo	16 – 12 April	Kuala Lumpur	28 Sep – 02 Oct
<b>Best Practices in Public Relations</b>	Kuala Lumpur	17 – 13 April	Sharm El-Shaikh	08 – 04 October
<b>Business Analysis for Managers</b>	London	24 – 20 April	Cairo	15 – 11 October
<b>Complete Course on Management &amp; Leadership</b>	Dubai	27 April – 01 May	Sharm El-Shaikh	15 – 11 October
<b>Creative Problem Solving and Decision Making</b>	Istanbul	08 – 04 May	Sharm El-Shaikh	22 – 18 October
<b>Developing Emotional Intelligence Awareness</b>	Dubai	15 – 11 May	Cairo	29 – 25 October
<b>Effective Public Relations</b>	Kuala Lumpur	22 – 18 May	Dubai	06 – 02 November
<b>Effectiveness Working in a Team</b>	Cairo	21 – 17 May	Dubai	13 – 09 November
<b>Enhancing Interpersonal Skills</b>	Kuala Lumpur	12 – 08 June	Istanbul	20 – 16 November
<b>Fleet Management and Transport</b>	Dubai	19 – 15 Jun	Dubai	27 – 23 November
<b>Human Resources Skills for Other Managers</b>	Kuala Lumpur	19 – 15 Jun	Dubai	27 – 23 November
<b>International Business Etiquette &amp; Protocol for Management</b>	Istanbul	26 – 22 June	Sharm El-Shaikh	29 Nov – 03 Dec
<b>Leadership and Workable Management</b>	Dubai	29 Jun – 03 July	Cairo	10 – 06 December
<b>New Methods in Developing Syllabuses</b>	London	10 – 06 July	Cairo	17 – 13 December
<b>Win-Win Negotiation Skills</b>	Dubai	17 – 13 July	Cairo	17 – 13 December
<b>Managing Self and Leading Others</b>	Istanbul	24 – 20 July	Cairo	24 – 20 December
<b>Creative Leadership and Innovative Management Workshop</b>	Casablanca	31 – 27 July	Cairo	31 – 27 December

## Training Plan 2026

Course Title	Venue 1	Date 1	Venue 2	Date 2
Accounting Management in Decision Making	Cairo	08 – 04 January	Dubai	07 – 03 August
Fundamentals of Finance for Non-Financial	Casablanca	16 – 12 January	Cairo	13 – 09 August
Advanced Forecasting & Inventory Management	Kuala Lumpur	23 – 19 January	Cairo	20 – 16 August
Audit and Assurance	Dubai	30 – 26 January	Baku	28 – 24 August
Best Practice in Finance & Accounting	Muscat	05 – 01 February	Barcelona	31 Aug – 04 Sep
Budgeting, Analysis and Project Evaluation	Dubai	06 – 02 February	Madrid	11 – 07 September
Business Financial & Accounting Management	Cairo	12 – 08 February	Dubai	11 – 07 September
Credit Analysis and Letter of Credit	Sharm El-Shaikh	29 March – 02 April	Istanbul	18 – 14 September
Financial Modeling in Excel	Dubai	10 – 06 April	Dubai	25 – 21 September
Fundamentals of Finance for Non-Financial	Cairo	16 – 12 April	Doha	27 Sep – 01 Oct
International Accounting & Auditing Standards	London	17 – 13 April	Sharm El-Shaikh	08 – 04 October
Planning, Budgeting, Forecasting & Financial Report Writing	Istanbul	24 – 20 April	Cairo	15 – 11 October
Strategic Planning, Budgeting, Forecasting and Cost Control	Dubai	27 April – 01 May	Cairo	15 – 11 October
Understanding Treasury Activities & Facilities Management	Istanbul	08 – 04 May	Sharm El-Shaikh	22 – 18 October
Analysis And Budget Managing	Dubai	15 – 11 May	Cairo	29 – 25 October
Accounting and Finance Policies and Procedures	Casablanca	22 – 18 May	Dubai	06 – 02 November
Accounting for Non-Accountants	Dubai	22 – 18 May	Cairo	12 – 08 November
Accounts Payable: From Accounting to Management	Istanbul	12 – 08 June	Kuala Lumpur	20 – 16 November
Accounts Receivable and Credit Policies Management	Doah	18 – 14 Jun	Dubai	27 – 23 November
Advanced Budgeting Workshop	Kuala Lumpur	19 – 15 Jun	Dubai	27 – 23 November
Certificate in Cost Management	Sharm El-Shaikh	25 – 21 June	Dubai	30 Nov – 04 Dec
Certificate in Financial Management	Cairo	28 Jun – 02 July	Dubai	11 – 07 December
Corporate Governance: Principles, Policies and Best Practices	Cairo	09 – 05 July	London	18 – 14 December
Effective Budgeting and Cost Control	Cairo	16 – 12 July	Dubai	18 – 14 December
Essentials of Internal Audit	Istanbul	24 – 20 July	Cairo	24 – 20 December
Financial Accounting and Reporting	Cairo	30 – 26 July	Casablanca	28 Dec – 01 Jan

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Course Title		Venue 1	Date 1	Venue 2	Date 2
Human Resources and Training	<b>Advanced Human Resources Management</b>	Dubai	23 – 19 January	Cairo	06 – 02 August
	<b>Human Resources Management</b>	Dubai	30 – 26 January	Dubai	14 – 10 August
	<b>Corporate Social Responsibility Academy</b>	London	06 – 02 February	Cairo	27 – 23 August
	<b>Career Development &amp; Succession Planning</b>	Dubai	13 – 09 February	Kuala Lumpur	11 – 07 September
	<b>Determine the Learning &amp; Development Needs</b>	Istanbul	29 March – 02 April	Dubai	18 – 14 September
	<b>Employee Relation Management</b>	Dubai	10 – 06 April	Cairo	24 – 20 September
	<b>Employee Relations and Payrolls</b>	Kuala Lumpur	24 – 20 April	Sharm El-Shaikh	08 – 04 October
	<b>Enhanced Productivity Skills in Maximizing Personal Efficiency</b>	Cairo	14 – 10 May	Dubai	23 – 19 October
	<b>How to Recruit, Develop &amp; Retain Knowledge Workforce</b>	Dubai	22 – 18 May	Cairo	29 – 25 October
	<b>Human Resources &amp; Payroll System</b>	Cairo	11 – 07 June	Istanbul	06 – 02 November
	<b>Performance and Productivity Management</b>	Sharm El-Shaikh	18 – 14 June	Doha	12 – 08 November
	<b>Preparing &amp; Developing Training Specialists</b>	Kuala Lumpur	26 – 22 June	Cairo	19 – 15 November
	<b>Train the Trainer Design, Delivery and Evaluation</b>	Casablanca	10 – 06 July	Dubai	11 – 07 December
	<b>Training Needs Analysis</b>	Dubai	23 – 19 July	Madrid	18 – 14 December
<b>Human Resources Management</b>	Istanbul	31 – 27 July	Cairo	24 – 20 December	
Sales and Marketing	Course Title	Venue 1	Date 1	Venue 2	Date 2
	<b>Integrated Skills of Sales Teams Management</b>	Dubai	06 – 02 February	Kuala Lumpur	07 – 03 August
	<b>Effective Negotiation Skills</b>	Muscat	29 March – 02 April	Dubai	21 – 17 August
	<b>Effective Sales Meeting and Negotiation Skills</b>	Cairo	09 – 05 April	Doha	17 – 13 September
	<b>Etiquettes, Protocols and Hospitality</b>	Madrid	24 – 20 April	Cairo	24 – 20 September
	<b>Integrated Skills of Sales Teams Management</b>	Dubai	15 – 11 May	Baku	16 – 12 October
	<b>Key Account Management on Sales Management</b>	Cairo	21 – 17 May	Istanbul	30 – 26 October
	<b>Managing a Sales Team</b>	London	19 – 15 Jun	Dubai	06 – 02 November
	<b>Market Research and Analysis</b>	Cairo	25 – 21 June	Muscat	19 – 15 November
	<b>Performance and Productivity Management</b>	Dubai	10 – 06 July	Casablanca	18 – 14 December
<b>Writing Strategic Sales Plan</b>	Dubai	24 – 20 July	Kuala Lumpur	25 – 21 December	

## Training Plan 2026

	Course Title	Venue 1	Date 1	Venue 2	Date 2
Interpersonal Communication and Customer Service	Advanced Customer Care for Senior Representatives	Sharm El-Shaikh	12 – 08 February	Istanbul	14 – 10 August
	Customer Retention and Development Strategies	Dubai	10 – 06 April	Cairo	10 – 06 September
	Achieving Excellence in Customer Service	Istanbul	24 – 20 April	Dubai	25 – 21 September
	Excellence In Customer Service	Cairo	14 – 10 May	Madrid	16 – 12 October
	Communicating Effectively	Madrid	12 – 08 June	Cairo	29 – 25 October
	Communicating with Courage, Curiosity and Impact	Cairo	18 – 14 Jun	London	06 – 02 November
	Customer Relationship Management (CRM)	Dubai	26 – 22 June	Cairo	26 – 22 November
	Customer Retention and Development Strategies	Cairo	09 – 05 July	Casablanca	11 – 07 December
	Developing Interpersonal Skills	Baku	24 – 20 July	Dubai	25 – 21 December
	Course Title	Venue 1	Date 1	Venue 2	Date 2
Public Relations	Corporate Social Responsibility (CSR)	Dubai	17 – 13 April	Sharm El-Shaikh	06 – 02 August
	Public Relations and Media Skills	Cairo	23 – 19 April	Dubai	18 – 14 September
	Public Relations Professional	Istanbul	08 – 04 May	Dubai	09 – 05 October
	Advanced Public Relations	Sharm El-Shaikh	21 – 17 May	Cairo	22 – 18 October
	The Essentials of Business Etiquette and Protocol	Cairo	18 – 14 Jun	Kuala Lumpur	13 – 09 November
	Public Relations Campaigns: From Planning to Execution	Madrid	26 – 22 June	Doha	19 – 15 November
	Events and Conferences Management	Casablanca	17 – 13 July	Dubai	18 – 14 December
	Certified Public Relations Professional	Sharm El-Shaikh	30 – 26 July	London	25 – 21 December
	Course Title	Venue 1	Date 1	Venue 2	Date 2
Self-Development	Managing Self and Leading Others	Sharm El-Shaikh	12 – 08 February	Doha	37 – 23 August
	Six Thinking Hats and Creative Thinking	Istanbul	17 – 13 April	Dubai	11 – 07 September
	Time, Self, Stress & Meeting Management	Cairo	07 – 03 May	Casablanca	16 – 12 October
	Creative Thinking and Innovation Techniques	Dubai	19 – 15 Jun	Cairo	29 – 25 October
	Creativity, Critical Thinking & Problem Solving	London	10 – 06 July	Dubai	21 – 17 November
	Advanced Communication Skills	Cairo	23 – 19 July	Istanbul	11 – 07 December
	Self-Leadership and Personal Effectiveness Excellence	Dubai	31 – 27 July	Cairo	24 – 20 December

## Training Plan 2026

	Course Title	Venue 1	Date 1	Venue 2	Date 2
Project Management and Contracts	<b>Conflict Resolution &amp; Negotiation Techniques for Project Managers</b>	Sharm El-Shaikh	29 – 25 January	Kuala Lumpur	07 – 03 August
	<b>IT Project Management</b>	Dubai	06 – 02 February	Cairo	20 – 16 August
	<b>Project Management for Construction Specialist</b>	Cairo	12 – 08 February	Istanbul	11 – 07 September
	<b>Project Management: Competencies &amp; Structure</b>	Kuala Lumpur	10 – 06 April	Cairo	24 – 20 September
	<b>Project Planning and Management - Advanced Level</b>	Cairo	23 – 19 April	Dubai	16 – 12 October
	<b>Project Planning, Scheduling and Control Using Primavera Project Planner</b>	Istanbul	15 – 11 May	Sharm El-Shaikh	29 – 25 October
	<b>Tenders, Contracts &amp; Claims Management</b>	Cairo	21 – 17 May	Cairo	05 – 01 November
	<b>Contract Law for Business</b>	Cairo	18 – 14 Jun	Dubai	13 – 09 November
	<b>The Successful Buyer and Procurement Management</b>	Sharm El-Shaikh	25 – 21 June	Kuala Lumpur	27 – 23 November
	<b>Project, Contract Management And Effective Negotiation</b>	Dubai	17 – 13 July	Sharm El-Shaikh	10 – 06 December
	<b>Six Sigma</b>	Casablanca	31 – 27 July	Casablanca	25 – 21 December
Health, Safety & Environment	Course Title	Venue 1	Date 1	Venue 2	Date 2
	<b>BEHAVIOURAL BASED SAFETY</b>	Cairo	15 – 11 January	Cairo	13 – 09 August
	<b>CONDUCTING SECURITY SURVEYS AND ASSESSMENTS</b>	Kuala Lumpur	30 – 26 January	Cairo	27 – 23 August
	<b>ENVIRONMENTAL MONITORING AND MODELLING</b>	Dubai	13 – 09 February	Cairo	17 – 13 September
	<b>INCIDENT &amp; CRISIS RESPONSE COMMUNICATION SKILLS</b>	Dubai	30 March – 03 April	Dubai	24 – 20 September
	<b>OSHA TRAINING</b>	Cairo	09 – 05 April	Cairo	09 – 05 October
	<b>ROAD SAFETY LEADERSHIP AND MANAGEMENT</b>	Dubai	24 – 20 April	Sharm	22 – 18 October
	<b>SAFETY AUDIT &amp; SITE INSPECTION</b>	Dubai	15 – 11 May	El-Shaikh	29 – 25 October
	<b>Fire &amp; Security Conference</b>	Sharm El-Shaikh	11 – 07 June	Dubai	12 – 08 November
	<b>Waste Management: A Modern and Sustainable Approach</b>	Doha	18 – 14 June	Muscat	19 – 15 November
	<b>Security Incident Management and Investigations</b>	Madrid	26 – 22 June	Dubai	27 – 23 November
	<b>Access Control and Physical Security Management</b>	Dubai	17 – 13 July	London	11 – 07 December
<b>OSHA: Occupational Safety and Health Administration Standards</b>	Istanbul	24 – 20 July	Cairo	17 – 13 December	

## Training Plan 2026

Course Title		Venue 1	Date 1	Venue 2	Date 2
Secretarial and Office Management	English Business & Report Writing Skills	Dubai	06 – 02 February	Madrid	07 – 03 August
	Business Etiquette & Protocol (Essentials of Dealing with VIP's)	Cairo	29 March – 02 April	Sharm El-Shaikh	20 – 16 August
	Documents & Records Management	Dubai	10 – 06 April	Cairo	10 – 06 September
	Effective Telephone Skills for Better Service	Kuala Lumpur	24 – 20 April	Sharm El-Shaikh	24 – 20 September
	Events Planning & Management Services	Dubai	15 – 11 May	London	16 – 12 October
	English Business & Report Writing Skills	Cairo	21 – 17 May	Baku	30 – 26 October
	International Business Etiquette & Protocol	Cairo	18 – 14 Jun	Casablanca	06 – 02 November
	Interpersonal Skills	Sharm El-Shaikh	25 – 21 June	Istanbul	13 – 09 November
	Planning, Organizing Events and Exhibitions	Dubai	17 – 13 July	Madrid	26 – 22 November
	Business Writing Skills	Dubai	31 – 27 July	Venue 2	11 – 07 December
Course Title		Venue 1	Date 1	Venue 2	Date 2
Specilized, Technical, Oil and Gas	Advanced Gas Chromatography Techniques & Troubleshooting	Dubai	23 – 19 January	Sharm El-Shaikh	06 – 02 August
	Six Sigma Green Belt Program	Dubai	30 – 26 January	Kuala Lumpur	14 – 10 August
	Advanced Water Plumbing, Installation & Drawings in Plumbing System	Cairo	05 – 01 February	Sharm El-Shaikh	27 – 23 August
	Artificial Lift System	Kuala Lumpur	13 – 09 February	Cairo	10 – 06 September
	GAS EXPLOSION AND OTHER HAZARDS OF LNG FACILITIES	Sharm El-Shaikh	29 March – 02 April	Cairo	17 – 13 September
	MANAGING TANKER CARGO OPERATIONS	Cairo	23 – 19 April	Cairo	10 – 04 October
	OIL & GAS CONTRACTS	Cairo	14 – 10 May	Casablanca	23 – 19 October
	PETROLEUM PROJECT ECONOMICS & RISK ANALYSIS	Sharm El-Shaikh	21 – 17 May	Dubai	30 – 27 October
	Local Content Management in the Oil and Gas Industry	Istanbul	12 – 08 June	Dubai	06 – 02 November
	Essential Skills for Oil & Gas Managers & Supervisors	Dubai	19 – 15 June	Sharm El-Shaikh	12 – 08 November
	Oil and Gas Financial Modelling A Practical Approach	Cairo	25 – 21 June	Kuala Lumpur	20 – 16 November
	ADVANCED MECHANICAL MAINTENANCE MANAGEMENT	Sharm El-Shaikh	09 – 05 July	Istanbul	11 – 07 December
	INDUSTRIAL PUMPS - RELIABILITY & MAINTENANCE	Kuala Lumpur	24 – 20 July	Cairo	17 – 13 December
CHEMICAL FIELD TRIALS & LAB REQUIREMENT	Dubai	31 – 27 July	Madrid	25 – 21 December	

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Course Title	Venue 1	Date 1	Venue 2	Date 2
ADVANCED CIRCUIT BREAKERS OPERATION AND MAINTENANCE	Cairo	08 – 04 January	Dubai	07 – 03 August
ELECTRICAL DEMAND-SIDE MANAGEMENT (DSM)	Kuala Lumpur	16 – 12 January	Cairo	13 – 09 August
ELECTRICAL INSTALLATIONS IN HAZARDOUS AREAS	Casablanca	23 – 19 January	Cairo	20 – 16 August
ELECTRICAL PROTECTION	Dubai	30 – 26 January	Baku	28 – 24 August
GROUNDING SYSTEMS DESIGN & APPLICATION	Muscat	05 – 01 February	Madrid	30 Aug – 04 Sep
MODERN POWER SYSTEM PROTECTIVE RELAYING	Dubai	13 – 09 February	Madrid	11 – 07 September
TAMCO HIGH VOLTAGE SWITCHGEARS	Cairo	29 March – 02 April	Dubai	18 – 14 September
TROUBLESHOOTING & MAINTENANCE OF ELECTRICAL EQUIPMENT	Sharm El-Shaikh	09 – 05 April	Istanbul	25 – 21 September
Advanced Data Analysis Techniques	Dubai	17 – 13 April	Dubai	28 Sep – 02 Oct
Cathodic Protection System in Oil & Gas Exploration Industry	Cairo	16 – 12 April	Sharm El-Shaikh	08 – 04 October
Centrifugal Compressor & Steam Turbine	Kuala Lumpur	24 – 20 April	Sharm El-Shaikh	15 – 11 October
Mobile Lifting Equipment Operation and Maintenance	Dubai	27 April – 01 May	Doha	15 – 11 October
Steam Boilers	Istanbul	08 – 04 May	Sharm El-Shaikh	22 – 18 October
Tank Farm Operations and Performance	Dubai	15 – 11 May	Cairo	29 – 25 October
Troubleshooting Process Operation	Kuala Lumpur	22 – 18 May	Dubai	06 – 02 November
ISO 50001: Energy Management Systems	Cairo	21 – 17 May	Doha	12 – 08 November
Maintenance & Reliability Best Practices	Kuala Lumpur	12 – 08 June	Istanbul	20 – 16 November
Maintenance Audit and Site Inspection	Dubai	19 – 15 June	Dubai	27 – 23 November
Managing Efficient Shutdowns & Turnarounds	Kuala Lumpur	19 – 15 June	Dubai	27 – 23 November
CONSTRUCTION HSE HAZARDS	Muscat	25 – 21 June	Sharm El-Shaikh	29 Nov – 03 Dec
LEED GREEN ASSOCIATE EXAM PREPARATION TRAINING	Dubai	29 Jun – 03 July	Cairo	10 – 06 December
MAINTENANCE AUDIT AND SITE INSPECTION	London	10 – 06 July	Cairo	17 – 13 December
ROAD ASSET MANAGEMENT	Dubai	17 – 13 July	Cairo	17 – 13 December
SAFETY AUDIT & SITE INSPECTION	Istanbul	24 – 20 July	Cairo	24 – 20 December
Materials of Construction for Process Equipment & Piping Systems	London	31 – 27 July	Cairo	31 – 27 December

Engineering courses

## Training Plan 2026

Course Title	Venue 1	Date 1	Venue 2	Date 2
<b>Corrosion Management Masterclass</b>	Sharm El-Shaikh	08 – 04 January	Dubai	07 – 03 August
<b>Maintenance Audit and Site Inspection</b>	Dubai	16 – 12 January	Cairo	13 – 09 August
<b>Safety Audit &amp; Site Inspection</b>	Cairo	22 – 18 January	Cairo	20 – 16 August
<b>Fundamentals of Maintenance Best Practice</b>	Dubai	30 – 26 January	Baku	28 – 24 August
<b>Facility Planning and Management</b>	Baku	06 – 02 February	Barcelona	31 Aug – 04 Sep
<b>Cost Effective Maintenance</b>	Dubai	06 – 02 February	Kuala Lumpur	11 – 07 September
<b>Advanced Maintenance Management</b>	Madrid	13 – 09 February	London	11 – 07 September
<b>Maintenance Planning, Scheduling and Control</b>	Sharm El-Shaikh	29 March – 02 April	Dubai	18 – 14 September
<b>Supply Chain Management</b>	Dubai	10 – 06 April	Istanbul	25 – 21 September
<b>Developing Purchasing Policies, Processes and SLAs</b>	Cairo	16 – 12 April	Kuala Lumpur	28 Sep – 02 Oct
<b>Warehouse Operations and Management</b>	Kuala Lumpur	24 – 20 April	London	09 – 05 October
<b>Process Management: Mapping and Improvement</b>	London	27 April – 01 May	Dubai	16 – 12 October
<b>Total Quality Management (TQM)</b>	Dubai	08 – 04 May	Cairo	15 – 11 October
<b>Simplification of Work Processes and Procedures</b>	Cairo	14 – 10 May	Istanbul	23 – 19 October
<b>Strategic Quality Management</b>	Dubai	22 – 18 May	Kuala Lumpur	30 – 26 October
<b>Lean Six Sigma Green Belt</b>	Sharm El-Shaikh	21 – 17 May	Muscat	05 – 01 November
<b>Lean Thinking: A Strategy for Operational Excellence</b>	Cairo	11 – 07 June	Doha	12 – 08 November
<b>Managing IT Projects Effectively</b>	Dubai	19 – 15 June	Istanbul	20 – 16 November
<b>Managing Project Stakeholders</b>	Dubai	19 – 15 June	Dubai	27 – 23 November
<b>GIS and databases and networks</b>	Kuala Lumpur	26 – 22 June	Dubai	27 – 23 November
<b>Geophysics Course</b>	Istanbul	29 Jun – 03 July	Sharm El-Shaikh	29 Nov – 03 Dec
<b>Data Integration and Mineral Targeting</b>	London	10 – 06 July	Cairo	10 – 06 December
<b>Advanced Remote Sensing and GIS Techniques &amp; Geological Application</b>	Kuala Lumpur	17 – 13 July	Sharm El-Shaikh	17 – 13 December
<b>Advanced Remote Sensing And GIS Techniques</b>	Dubai	24 – 20 July	Dubai	18 – 14 December
<b>Minerals Processing Technology</b>	Madrid	31 – 27 July	London	25 – 21 December

Technical courses