

DGMB TRAINING SOLUTIONS TRAINING SCHEDULE

DGMB Training Solutions Ltd is an institution that provides capacity development programs for all types of institutions through training, research, consultancy and policy advisory services. We aim to facilitate institutions in the complex task of developing and maintaining competitive advantage (through training), ensuring growth and survival in the dynamic and ever-changing business environment, through the design and delivery of the highest standards of Training and Consultancy. We are positioned to partner with institutions that embrace training not only as a means of rewarding and motivating their employees, but as an investment in future growth and sustained value creation. We triumph by working closely with every organisation to unlock the power in their people and ensure that our training solutions satisfy their learning and development needs, as well as maximise their business success. In this regard we provide the following approaches to training:

1. Open onsite training programmes where we select the venue, the price and the dates of the training.
2. In-house training programmes where the client chooses their preferred venue and dates of the training. The cost of this training approach depends on:
 - ✓ The number of days for training
 - ✓ The number of participants to be trained
 - ✓ The location for the training
3. Online training which can be open or in-house.

CERTIFICATIONS AND ACCREDITATIONS



CONTACT DETAILS

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The training calendar for 2023 Financial Year is presented below:

TRAINING CALENDAR: JUNE – DECEMBER 2023		DATES	VENUE	COST PER PERSON (EXCLUDING VAT)	
NO	COURSE TITLE			ONLINE	ON-SITE
June 2023					
1.	Effective Communication and Presentation Skills Training	5 th – 9 th Jun 2023	Nakuru	67,500	92,500
2.	Negotiation & Conflict Resolution Skills	5 th – 9 th Jun 2023	Nakuru	67,500	92,500
3.	Defensive Driving and Etiquette Skills for Drivers	5 th – 9 th Jun 2023	Naivasha	67,500	92,500
4.	Fraud Detection and Prevention Training	26 th – 30 th Jun 2023	Nairobi	67,500	92,500
5.	Forensic Accounting for the Public Sector Course	26 th – 30 th Jun 2023	Nairobi	67,500	92,500
6.	Competency Based Management Course	26 th – 30 th Jun 2023	Nakuru	67,500	92,500
7.	Writing Effective Policies and Procedures Course	26 th – 30 th Jun 2023	Nakuru	67,500	92,500
8.	Business Etiquette and Office Protocol Training	26 th – 30 th Jun 2023	Mombasa	67,500	92,500
9.	Board of directors and members training course	26 th – 30 th Jun 2023	Mombasa	67,500	92,500
10.	Pre-Retirement Planning Training	26 th – 30 th Jun 2023	Mombasa	67,500	92,500
11.	Team Building	TBA	TBA	TBA	TBA
July 2023					
13.	Best Practices in Monitoring and Evaluation	24 th – 28 th Jul 2023	Nairobi	67,500	92,500
14.	Project Development and Management Course	24 th – 28 th Jul 2023	Nairobi	67,500	92,500
15.	The Ultimate Game Changing Skills for Executive PA’s and Administrative Professionals Workshop	24 th – 28 th Jul 2023	Nakuru	67,500	92,500



16.	Performance Management; Employee Coaching and Mentoring for Performance	24 th – 28 th Jul 2023	Nakuru	67,500	92,500
17.	Excellence in Customer Experience and Service Delivery	24 th – 28 th Jul 2023	Mombasa	67,500	92,500
18.	Applying Emotional Intelligence to Inspire Higher Performance	24 th – 28 th Jul 2023	Mombasa	67,500	92,500
19.	Team Building	TBA	TBA	TBA	TBA
20.	August 2023				
21.	Effective Business Communication and Report Writing Skills	28 th Aug- 1 st Sep 2023	Nairobi	67,500	92,500
22.	Finance for Non-Finance Directors, Managers and Professionals	28 th Aug- 1 st Sep 2023	Nairobi	67,500	92,500
23.	Innovative Records Management And Archiving Training Course	28 th Aug- 1 st Sep 2023	Nakuru	67,500	92,500
24.	Agile Asset Management Training	28 th Aug- 1 st Sep 2023	Nakuru	67,500	92,500
25.	Leadership and Supervisory Skills Training	28 th Aug- 1 st Sep 2023	Mombasa	67,500	92,500
26.	HR Metrics and Analytics Training (IHRM CPD POINTS)	28 th Aug- 1 st Sep 2023	Mombasa	67,500	92,500
27.	Team Building	TBA	TBA	TBA	TBA
28.	September 2023				
29.	Archives Management and Workflow Techniques Training Course	25 th – 29 th Sep 2023	Nakuru	67,500	92,500
30.	Excellence in Customer Experience and Service Delivery Training	25 th – 29 th Sep 2023	Nakuru	67,500	92,500
31.	Executive Board Papers Writing Skills	25 th – 29 th Sep 2023	Nairobi	67,500	92,500
32.	Talent Management and Succession Planning	25 th – 29 th Sep 2023	Nairobi	67,500	92,500
33.	Gender Mainstreaming: Contextualize and Operationalizing a Gendered Approach	25 th – 29 th Sep 2023	Mombasa	67,500	92,500



34.	Alcohol and Drug Abuse Training	25 th – 29 th Sep 2023	Mombasa	67,500	92,500
35.	Team Building	TBA	TBA	TBA	TBA
36.	October 2023				
37.	Aligning Budgeting and Forecasting to Strategic Planning	23 rd – 27 th Oct 2023	Nairobi	67,500	92,500
38.	Public Procurement and Contract Management Course	23 rd – 27 th Oct 2023	Nairobi	67,500	92,500
39.	Culture, Leadership and Change Management Training	23 rd – 27 th Oct 2023	Nakuru	67,500	92,500
40.	Applying Emotional Intelligence to Inspire Higher Performance	23 rd – 27 th Oct 2023	Nakuru	67,500	92,500
41.	HIV/AIDS Counselling Training	23 rd – 27 th Oct 2023	Mombasa	67,500	92,500
42.	Tenets of Occupational Health and Safety	23 rd – 27 th Oct 2023	Mombasa	67,500	92,500
43.	Team Building	TBA	TBA	TBA	TBA
44.	November 2023				
45.	Modern Record Management Skills Training	27 th Nov - 1 st Dec 2023	Nairobi	67,500	92,500
46.	Training of Trainers Course (TOT)	27 th Nov - 1 st Dec 2023	Nairobi	67,500	92,500
47.	Practical Guide to Social Marketing & Relationship Management	27 th Nov - 1 st Dec 2023	Nakuru	67,500	92,500
48.	Effective Office Administration and Customer Experience Training	27 th Nov - 1 st Dec 2023	Nakuru	67,500	92,500
49.	Effective Credit Control Management	27 th Nov - 1 st Dec 2023	Mombasa	67,500	92,500
50.	Best Practices in Audit Design and Planning Training	27 th Nov - 1 st Dec 2023	Mombasa	67,500	92,500
51.	Team Building	TBA	TBA	TBA	TBA
52.	December 2023				
53.	HR for Non-HR Professionals Training	18 th – 22 nd Dec 2023	Nairobi	67,500	92,500
54.	Leading a lean Organization	18 th – 22 nd Dec 2023	Nairobi	67,500	92,500
55.	Application of ICT in Finance	18 th – 22 nd Dec 2023	Nakuru	67,500	92,500
56.	Investment Management to Magnify Returns	18 th – 22 nd Dec 2023	Nakuru	67,500	92,500

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57.	Defensive Driving and Basic Etiquette Skills Training for Drivers	18 th – 22 nd Dec 2023	Mombasa	67,500	92,500
58.	Innovative Customer Experience and Public Relations Skills	18 th – 22 nd Dec 2023	Mombasa	67,500	92,500
59.	Team Building	TBA	TBA	TBA	TBA