



SNGTI TRAINING SCHEDULE DECEMBER, 2016



Sr. #	Course Title	Sponsor Department	Total Sessions	Sessions 16-17	Trainers	Dates
1	CC&B Billing Perspective	Billing	16 th	02	Mr. Sajid Javed Dy. Chief Engineer	1 st – 2 nd
2	First Aid & CPR (For Subordinates)	HSE	63 rd	04	Dr. Huma Tabassum OH Consultant	1 st – 2 nd
3	Achieving Zero Accident Goal Through Proactive Safety (For Executives)	HSE	5 th	03	Mr. Sohail Shahzad Sr. Engineer (HSE)	1 st – 2 nd
4	Defensive Driving	HSE	18 th	01	Mr. Waheeb Iftikhar Executive Engineer	02 nd
5	PPRA Rules	SNGTI	5 th	01	Mr. Asim Mir Dy. Chief Officer	5 th - 6 th
6	Achieving Zero Accident Goal Through Proactive Safety (For Subordinates)	HSE	4 th	03	Mr. Sohail Shahzad Sr. Engineer (HSE)	5 th – 6 th
7	Plumbing for Distribution	SNGTI	3 rd	01	Mr. Rao Javed Iqbal Sr. Engr. (CCC)	5 th – 7 th
8	UFG Controllable & Uncontrollable Factors	SNGTI	34 th	04	Mr. Jehanzaib Khan Sr. Engineer – UFGC	15 th – 16 th
9	Certification Course on Welding (API 1104)	SNGTI	39 th	04	Mr. Talat Mehmood Exe. Engineer (QA)	13 th – 16 th
10	Fire Prevention	HSE	19 th	04	Mr. Hashim Executive Engineer (HSE)	16 th
11	Distribution Manual	Distribution	8 th	0	To be Decided	19 th – 20 th
12	HSE Manual	HSE	12 th	0	Faruukh Majeed Bala GM (HSE)	19 th – 20 th
13	Hands on Training - P.E in Distribution (D 2513)	SNGTI	41 th	04	Mr. Talat Mehmood Executive Engineer (Q.A)	21 st – 23 rd
14	Urdu Drafting	IT/MIS	18 th	07	Mr. Khalid Mehmood Sr. Officer (IT/MIS)	22 nd – 23 rd
15	Vibration Analysis	Compression	9 th	0	Adeel Ahmad Engineer (Compression)	26 th – 27 th
16	Gas Metering (EVC, Gas Pilferage Volume)	Distribution	08 th	04	Mr. Rizwan Mehar Ali Exec. Engineer (D)	26 th – 27 th
17	First Aid & CPR (For Executives)	HSE	64 th	04	Dr. Huma Tabassum OH Consultant	26 th – 27 th
18	Plumbing for Distribution	SNGTI	4 th	01	Mr. Rao Javed Iqbal Sr. Engr. (CCC)	26 th – 28 th
Soft Skills						
19	Decision Making & Problem Solving	SNGTI	05 th	01	Mr. Usman Iftikhar Executive Officer (T&D)	5 th – 6 th
20	Change Management		24 th	0	Mr. Waqas M. Qureshi Chief Officer (T&D)	7 th – 8 th
21	Introduction to MS Excel		42 nd	04	Mr. Razaqat Ali Officer (IT/MIS)	7 th – 8 th
22	Customer Services		20 th	06	Mr. Usman Iftikhar Executive Officer (T&D)	13 th -14 th
23	Initiative and Drive		01 st	0	Mr. Asad Fawad Officer (T & D)	14 th – 15 th
24	Interpersonal Skills		29 th	02	Mr. Waqas M. Qureshi Chief Officer (T&D)	14 th – 15 th
25	Introduction of MS Word		40 th	04	Mr. Ali Abbas Officer (IT/MIS)	15 th – 16 th
26	Business Communication II		20 th	0	Mr. Usman Iftikhar Executive Officer (T&D)	19 th – 20 th
27	Business Communication - I		48 th	02	Mr. Usman Salim Officer (T & D)	20 th – 21 st
28	Time & Stress Management		22 nd	04	Mr. Asad Fawad Officer (T & D)	21 st – 22 nd
29	Six Sigma		03 rd	02	Mr. Asad Fawad Officer (T & D)	26 th – 27 th
30	Principles of Management		05 th	03	Mr. Usman Salim Officer (T & D)	29 th – 30 th

- Trainers availability are subject to approval by their respective Department HOD.