



SNGTI TRAINING SCHEDULE DECEMBER, 2019



TECHNICAL SKILLS COURSES						
Sr.#	Course Title	SME From	Total Sessions	Sessions 19-20	Trainers	Dates
1	Calibration , Flow proving & Measurement Technologies used in Gas Meters EVCs	Metering	02	03 rd	Mr. Faisal Ali Sadiq DCE (Metering)	2 nd & 3 rd
2	Advance Pipeline Design & Simulation	Project	25 th	1 st	Mr. Saulat Rashid Lone DCE LNG/LPG	2 nd & 3 rd
3	Distribution Manual	Distribution	16 th	05 th	Mr. Kashif Javed DCE	2 th & 3 th
4	Certification Course on Welding (API 1104) For Subordinates	Q.A	73 rd	06 th	To be Decided by GM (Q.A)	2 nd to 4 th
5	First Aid & CPR	HSE	73 rd	02 nd	Dr. Huma Tabassum OH (Consultant)	4 th & 5 th
6	Training for PMDU Dash Board Handlers	CS	2 nd	03 rd	Mr. Adnan Khalid (Executive Officer IT/MIS) Mr. Hafiz Azam Dy. Chief Officer (Sales)	4 th to 5 th
7	Customer Services Department Personnel Training Program	CS	21 st	06 th	Mr. Navied Ashraf CE (CS-South)	6 th
8	Defensive Driving	HSE	54 th	06 th	Mr. Rizwan Nasim Sr. Engineer (HSE)	6 th
9	CC & B Billing	Billing	23 rd	01 st	Mr. Sajid Javed DCE (Billing)	9 th & 10 th
10	Hands on Training - P.E in Distribution (D 2513) For Executives	Q.A	18 th	05 th	Mr. Rehan Amjad DCE (Q.A)	9 th & 10 th
11	Achieving Zero Accident Goal Through Proactive Safety	HSE	44 th	06 th	Mr. Sohail Shahzad DCE (HSE)	9 th & 10 th
12	UFG Controllable & Uncontrollable Factors for Executive	UFG-C	67 th	03 rd	Mr. Jahanzaib khan DCE -(UFGC)	10 th & 11 th
13	Plumbing for Distribution	M.C	50 th	06 th	Rao Javaid Iqbal DCE (M.C)	11 th & 12 th
14	Understanding Electronic Volume Corrector (EVC)	Metering	11 th	06 th	Miss Rabia Nisar Executive Engineer	12 th & 13 th
15	Fire Prevention	HSE	56 th	06 th	Mr. Hashim Senior Engineer (HSE)	13 th
16	UFG Controllable & Uncontrollable Factors for Sub-ordinate	UFG-C	17 th	06 th	Syed Fahad Ali Executive Engineer (UFGC)	16 th & 17 th
17	Hands on Training - P.E in Distribution (D 2513) for Subordinates	Q.A	77 th	06 th	Mr. Talat Mahmood Sr. Engineer (Q.A)	16 th to 18 th
18	Gas Regulators in Distribution	Dist	12 th	02 nd	Mr.Taskin UL Islam Hashim DCE(Dist)	18 th & 19 th
19	Remote Monitoring of CP Stations	Corrosion	04 th	02 nd	Mr. Faizan Akram Executive Engineer (Corr)	20 th
20	Meter Reading / Inspection for meter readers and field metering staff	Metering	08 th	06 th	Mr. Omer Mohi-ud-din DCE (Metering)	23 rd & 24 th
21	Certification Course on Welding (API 1104) for Executives	Q.A	22 nd	06 th	Kh. Amir Hayat Sr. Engineer (Q.A)	23 rd & 24 th
22	Training for PMDU Dash Board Handlers	CS	03 rd	04 th	Mr. Adnan Khalid (Executive Officer IT/MIS) Mr. Hafiz Azam Dy. Chief Officer (Sales)	23 rd & 24 th
IT/MIS COURSES						
23	Introduction to MS Excel for Subordinates	IT/MIS	80 th	06 th	Mr. Rizwan Executive Officer (IT/MIS)	4 th & 5 th
24	Advance Excel for Executives		38 th	05 th	Mr. M. Rifaqat Officer (IT/MIS)	11 th & 12 th
25	Oracle Inventory Module EMR/EMRV		15 th	02 nd	Mr. Mohsin Laang Officer (IT/MIS)	16 th & 17 th
26	Introduction to MS Word for Subordinates		71 st	02 nd	Mr. Ayyaz Khan Senior Officer (IT/MIS)	18 th & 19 th
SOFT SKILLS COURSES						
27	Principles of Management	SNGTI	30 th	04 th	Mr. Usman Salim Officer (T&D)	2 nd & 3 rd
28	Leadership Skills		52 nd	06 th	Mr. Usman Iftikhar Sr. Officer (T&D)	4 th & 5 th
29	Team Work		50 th	02 nd	Mr. Waqas M. Qureshi GM (T&D) / Mr.Khalid Mehmood DCO (T&D)	9 th & 10 th
30	Strategic Management		09 th	02 nd	Mr. Usman Iftikhar Sr. Officer (T&D)	11 th & 12 th
31	Business Communication I		56 th	3 rd	Mr. Usman Salim Officer (T&D)	16 th & 17 th
32	Conflict Management		31 st	03 rd	Mr. Waqas M. Qureshi GM (T&D)	18 th & 19 th
33	Leadership Skills		52 nd	07 th	Mr. Usman Iftikhar Sr. Officer (T&D)	19 th & 20 th