



SNGTI TRAINING SCHEDULE FEBRUARY, 2020



TECHNICAL SKILLS COURSES					
Sr.#	Course Title	Department	Sessions 19-20	Trainers	Dates
1	Advance Pipeline Design & Simulation	Distribution	03 rd	Mr. Saulat Rashid Lone DCE LNG/LPG	03 rd & 04 th
2	Hands on Training - P.E in Distribution (D 2513) for Subordinates	Q.A	08 th	Mr. Talat Mahmood Sr. Engineer (Q.A)	03 rd & 04 th
3	Meter Reading / Inspection for meter readers and field metering staff	Metering	08 th	Mr. Omer Mohi-ud-din DCE (Metering)	03 rd & 04 th
4	Project Management	Distribution	02 nd	Mr. Kashif Saleem Butt Sr. Engineer (HSE)	06 th & 07 th
5	Training for PMDU Dash Board Handlers	CS	06 th	Mr. Adnan Khalid (Executive Officer IT/MIS) Mr. Hafiz Azam Dy. Chief Officer (Sales)	06 th & 07 th
6	Certification Course on Welding (API 1104) For Subordinates	Q.A	08 th	To be Decided by GM (Q.A)	10 th to 12 th
7	PPRA Rules	Procurement	01 st	To be decided by GM (Proc)	10 th & 11 th
8	UFG Controllable & Uncontrollable Factors for Sub-ordinates	UFG-C	08 th	Syed Fahad Ali Executive Engineer (UFGC)	12 th & 13 th
9	Certification Course on Welding (API 1104) for Executives	Q.A	08 th	Kh. Amir Hayat Sr. Engineer (Q.A)	13 th & 14 th
10	Customer Services Department Personnel Training Program	CS	07 th	Mr. Navied Ashraf CE (CS-South)	14 th
11	Defensive Driving	HSE	07 th	Mr. Rizwan Nasim Sr. Engineer (HSE)	14 th
12	UFG Controllable & Uncontrollable Factors for Executives	UFG-C	05 th	Mr. Jahanzaib khan DCE -(UFGC)	17 th & 18 th
13	Achieving Zero Accident Goal Through Proactive Safety	HSE	08 th	Mr. Sohail Shahzad DCE (HSE)	17 th & 18 th
14	Distribution Manual	Distribution	07 th	Mr. Kashif Javed DCE (Dist)	19 th & 20 th
15	Fire Prevention	HSE	08 th	Mr. Hashim Senior Engineer (HSE)	21 st
16	Plumbing for Distribution	M.C	08 th	Rao Javaid Iqbal DCE (M.C)	24 th & 25 th
17	Calibration , Flow proving & Measurement Technologies used in Gas Meters EVCs	Metering	0 th	Mr. Faisal Ali Sadiq DCE (Metering)	24 th & 25 th
18	Hands on Training - P.E in Distribution (D 2513) For Executives	Q.A	07 th	Mr. Rehan Amjad DCE (Q.A)	26 th & 27 th
19	Gas Regulators in Distribution	Dist	04 th	Mr. Muhammad Khurram DCE (Dist)	26 th & 27 th
20	Advance Excel for Executives	IT/MIS	07 th	Mr. M. Razaqat Officer (IT/MIS)	06 th & 07 th
21	Oracle Purchasing Module (ERP)		02 nd	Mr. Saif Ullah Officer (Ops)	10 th & 11 th
22	Oracle Inventory Module EMR/EMRV		04 th	Mr. Mohsin Laang Officer (IT/MIS)	17 th & 18 th
23	Introduction to MS Word for Subordinates		04 th	Mr. Ayyaz Khan Senior Officer (IT/MIS)	19 th & 20 th
24	Introduction to MS Excel for Subordinates		08 th	Mr. Rizwan Executive Officer (IT/MIS)	24 th & 25 th
SOFT SKILLS COURSES					
25	Principles of Management	SNGTI	06 th	Mr. Usman Salim Officer (T&D)	03 rd & 04 th
26	Leadership Skills		08 th	Mr. Usman Iftikhar Sr. Officer (T&D)	06 th & 07 th
27	Business Communication I		04 th	Mr. Usman Salim Officer (T&D)	10 th & 11 th
28	Presentation Skills		05 th	Mr. Usman Iftikhar Sr. Officer (T&D)	12 th & 13 th
29	Motivation Skills		02 nd	Mr. Usman Salim Officer (T&D)	17 th & 18 th
30	Conflict Management		03 rd	Mr. Waqas M. Qureshi GM (T&D)	19 th & 20 th
31	Leadership Skills		09 th	Mr. Usman Iftikhar Sr. Officer (T&D)	20 th & 21 st
32	Team Work		03 rd	Mr. Khalid Mehmood DCO (T&D)	24 th & 25 th
33	Business Communication II		08 th	Mr. Usman Salim Officer (T&D)	25 th & 26 th
34	Problem Solving & Decision Making		04 th	Mr. Usman Iftikhar Sr. Officer (T&D)	27 th & 28 th

* 5th February Kashmir Day