



SNGTI TRAINING SCHEDULE March , 2018



Technical Skills Courses						
Sr.#	Course Title	SME From	Total Sessions	Sessions 17-18	Trainers	Dates
1	44 th EDP	SNGTI	43 rd	4	SNGTI Faculty / HODs	5 th to 30 th March
2	Gas Measurement Techniques	Metering	21 st	05	Mr. Faisal Ali Sadiq DCE (Met)	1 st & 2 nd
3	Certification Course on Welding (API 1104) For Executives	Q.A	9 th	08	Mr. Kh. Amir Hayat Exe. Engineer (QA)	1 st & 2 nd
4	Achieving Zero Accident Goal Through Proactive Safety	HSE	18 th	09	Mr. Sohail Shahzad DCE (HSE)	5 th & 6 th
5	Plumbing for Distribution	M.C	20 th	08	Mr. Rao Javad Iqbal DCE (M.C)	5 th & 6 th
6	Defensive Driving	HSE	32 nd	08	Mr. Waheeb Iftikhar Executive Engineer	7 th
7	Hands on Training - P.E in Distribution (D 2513) For Executives	Corrd	07 th	06	Mr. RehanAmjad DCE (Q.A)	7 th & 8 th
8	Bid Evaluation	Procurement	4 th	01	To be Nominated by GM Procurement	12 th & 13 th
9	Hands on Training - P.E in Distribution (D 2513) For Subordinates	Q.A	56 th	08	Mr. Talat Mahmood Executive Engineer (Q.A)	12 th to 14 th
10	Finance For Non Finance Executive	finance	2 nd	01	Mr. Raheel Farooq Chief Accountant	15 th & 16 th
11	PPRA Rule	Coord	12 nd	06	Mr. Sulman Rasheed Executive Officer (Coord)	19 th & 20 th
12	First Aid & CPR	HSE	78 th	09	Dr. Huma Tabassum OH Consultant	21 st & 22 nd
13	Pipeline Integrity Management And direct Assessment Methodologies	COR	12 nd	01	Mr. Amjad Mumtaz GM (Cor)	26 th & 27 th
14	Certification Course on Welding (API 1104) For Subordinates	Q.A	54 th	08	As Decided By GM Q.A	26 th to 28 th
15	UFG Controllable & Uncontrollable Factors	UFG-C	49 th	08	Mr. Jahan Zaib khan DCE -UFGC	28 th & 29 th
16	Fire Prevention	HSE	33 rd	09	Mr. Hashim Executive Engineer (HSE)	30 th
17	Training on Energy Efficiency Audits	HSE	-	01	Dr. Sajid Hassan	26 th to 28 th
18	Oracle Financial Account payable	IT/MIS	13 rd	1	Mr. Gulam Abbas Officer (Ops)	29 th to 30 th
IT Skills						
19	Introduction to MS Excel For Executives	IT/MIS	57 th	09	Mr. M. Razaqat Officer (IT/MIS)	1 st & 2 nd
20	Introduction to MS Excel For Subordinates		57 th	09	Mr. M. Razaqat Officer (IT/MIS)	5 th & 6 th
21	CC&B Sales Perspective		22 nd	05	Mr. Azam DCO (Sales)	7 th & 8 th
22	Introduction to MS Word For Subordinate		5 th	04	Mr. Ayyaz DCO IT/MIS	12 th & 13 th
23	Advance Excel For Subordinates		7 th	07	Mr. M. Rizwan Executive Officer (IT/MIS)	14 th & 15 th
24	Advance Excel For Executives		10 th	08	Mr. Razaqat Officer (IT/MIS)	19 th & 20 th
25	CC&B Sales Perspective		22 nd	05	Mr. Azam DCO (Sales)	21 st & 22 nd
Soft Skills Courses						
26	Business Communication -I	SNGTI	57 th	08	Mr. M. Usman Salim Officer (T&D)	1 st & 2 nd
27	Strategic Management		2 nd	02	Mr. Usman Iftikhar Executive Officer (T&D)	1 st & 2 nd
28	Time & Stress management		63 rd	08	Mr. Asad Fawad Officer (T&S)	6 th & 7 th
29	Professional Ethics & Moral Values		6 th	05	Mr. Waqas M. Qureshi GM (T&D)	9 th
30	Problem Solving		11 th	07	Mr. Usman Iftikhar Executive Officer (T&D)	8 th & 9 th
31	Team Work		34 th	08	Mr. Asad Fawad Officer (T&S)	13 th & 14 th
32	Conflict Management		18 th	03	Mr. Waqas M. Qureshi GM (T&D)	14 th & 15 th
33	Leadership Skills		26 th	07	Mr. Usman Iftikhar Executive Officer (T&D)	19 th & 20 th
34	Team Work		34 th	06	Mr. Asad Fawad Officer (T&S)	21 st & 22 nd
35	Business Communication II		63 rd	09	Mr. M. Usman Salim Officer (T&D)	29 th & 30 th
36	Risk Management		02 nd	03	Dr. Samnan Ali	To be Decided