



SNGTI TRAINING SCHEDULE MARCH, 2020



TECHNICAL SKILLS COURSES						
Sr.#	Course Title	Department		Sessions 19-20	Trainers	Dates
1	52 nd EDP	SNGTI		1 st	SNGTI Faculty / HODs	02 nd to 27 th
2	Advance Pipeline Design & Simulation	Distribution		04 th	Mr. Saulat Rashid Lone DCE LNG/LPG	02 nd & 03 rd (30,31)
3	Hands on Training - P.E in Distribution (D 2513) for Subordinates	Q.A		09 th	Mr. Talat Mahmood Sr. Engineer (Q.A)	02 nd to 04 th
4	Meter Reading / Inspection for meter readers and field metering staff	Metering		09 th	Mr. Omer Mohi-ud-din DCE (Metering)	02 nd & 03 rd
5	Training for PMDU Dash Board Handlers	CS		09 th	Mr. Adnan Khalid (Executive Officer IT/MIS) Mr. Hafiz Azam Chief Officer (Sales)	04 th & 05 th
6	Certification Course on Welding (API 1104) for Executives	Q.A		09 th	Kh. Amir Hayat Sr. Engineer (Q.A)	05 th & 06 th
7	Customer Services Department Personnel Training Program	CS		07 th	Mr. Navied Ashraf CE (CS-South)	06 th
8	Defensive Driving	HSE		08 th	Mr. Rizwan Nasim Sr. Engineer (HSE)	06 th
9	Certification Course on Welding (API 1104) For Subordinates	Q.A		09 th	To be Decided by GM (Q.A)	09 th to 11 th
10	UFG Controllable & Uncontrollable Factors for Sub-ordinates	UFG-C		09 th	Syed Fahad Ali Executive Engineer (UFGC)	09 th & 10 th
11	Calibration , Flow proving & Measurement Technologies used in Gas Meters EVCs	Metering		5 th	Mr. Faisal Ali Sadiq DCE (Metering)	09 th & 10 th
12	Achieving Zero Accident Goal Through Proactive Safety	HSE		09 th	Mr. Sohail Shahzad DCE (HSE)	09 th & 10 th
13	Distribution Manual	Distribution		08 th	Mr. Kashif Javed Chief Engineer (Dist)	11 th & 12 th
14	Fire Prevention	HSE		09 th	Mr. Hashim Senior Engineer (HSE)	13 th
15	UFG Controllable & Uncontrollable Factors for Executives	UFG-C		06 th	Mr. Jahanzaib khan DCE -(UFGC)	16 th & 17 th
16	CC & B Sales	Sales		2 nd	Mr. Hafiz Azam Dy. Chief Officer (Sales)	16 th & 17 th
17	Plumbing for Distribution	M.C		08 th	Rao Javaid Iqbal DCE (M.C)	17 th & 18 th
18	Project Management	Distribution		05 th	Mr. Kashif Saleem Butt Sr. Engineer (HSE)	19 th & 20 th
19	Hands on Training - P.E in Distribution (D 2513) For Executives	Q.A		07 th	Mr. Rehan Amjad DCE (Q.A)	24 th & 25 th
20	Contract Management	Procurement		01 st	To be Decided by GM Procurement	24 th & 25 th
21	Gas Regulators in Distribution	Dist		05 th	Mr. Muhammad Khurram DCE (Dist)	26 th & 27 th
22	Pipeline Integrity Management and Direct Assessment Methodologies	COR		1 st	Mr. Ahmad Jawad Chief Engineer Corrosion	30 th & 31 st
23	HSE Manual	HSE		07 th	Ms. Asma Maqbool Sr. Engineer (HSE)	30 th & 31 st
IT/MIS						
24	Advance Excel for Executives	IT/MIS		08 th	Mr. M. Razaqat Officer (IT/MIS)	04 th & 05 th
25	Oracle Purchasing Module (ERP)			03 rd	Mr. Saif Ullah Officer (Ops)	11 th & 12 th
26	Oracle Inventory Module EMR/EMRV			06 th	Mr. Mohsin Laang Officer (IT/MIS)	19 th & 20 th
27	Introduction to MS Word for Subordinates			05 th	Mr. Ayyaz Khan Senior Officer (IT/MIS)	24 th & 25 th
SOFT SKILLS COURSES						
28	Principles of Management	SNGTI		07 th	Mr. Usman Salim Officer (T&D)	02 nd & 03 rd
29	Personality Development and its Effectiveness			02 th	Mr. Usman Iftikhar Sr. Officer (T&D)	04 th & 05 th
30	Business Communication I			06 th	Mr. Usman Salim Officer (T&D)	11 th & 12 th
31	Presentation Skills			06 th	Mr. Usman Iftikhar Sr. Officer (T&D)	16 th & 17 th
32	Conflict Management			04 th	Mr. Waqas M. Qureshi GM (T&D)	18 th & 19 th
33	Leadership Skills			10 th	Mr. Usman Iftikhar Sr. Officer (T&D)	24 th & 25 th
34	Business Communication II			09 th	Mr. Usman Salim Officer (T&D)	26 th & 27 th
35	Team Work			01 th	Mr. Khalid Mehmood DCO (T&D)	30 th & 31 st