



## SNGTI TRAINING SCHEDULE OCTOBER 2014



Sr.#	Course Title	Sponsor Deptt	Session	Trainers	Dates
<b>Department Specific</b>					
1	Underground Gas Leakages & Detection	Corrosion	10 <sup>th</sup>	Mr. Wajahat Hussain Engineer (Corr.Cont),	Mon-Tue 13 <sup>th</sup> - 14 <sup>th</sup>
2	Hands on Training - P.E. in Distribution D - 2514	SNGTI	16 <sup>th</sup>	Mr. Azhar Rashid DCE (Coordination)	Wed-Fri 15 <sup>th</sup> - 17 <sup>th</sup>
3	UFG Controllable & Un-controllable Factors	SNGTI	11 <sup>th</sup>	Mr. Jamshed Riaz Engineer Grade III	Mon-Tue 20 <sup>th</sup> -21 <sup>st</sup>
4	Gas Chromatography – BTU Analyzer	Metering	6 <sup>th</sup>	Mr. Farhan Mehboob Exe. Engineer (Trans. Met.)	Mon-Tue 20 <sup>th</sup> -21 <sup>st</sup>
5	Gas theft Control & Recovery Ordinance 2004	Law	6 <sup>th</sup>	Mr. Amjad Ikram DCO (Law)	Wed 22 <sup>nd</sup>
6	Budget Preparation & Control	Finance	5 <sup>th</sup>	Mr. Zia-ud-Din Sajid I/C Finance	Wed-Thur 22 <sup>nd</sup> -23 <sup>rd</sup>
7	Advance Training in Pipeline Design & Simulation	Projects	12 <sup>th</sup>	Mr. Saulat Rashid Lone Exe. Engineer (P)	Thur-Fri 23 <sup>rd</sup> -24 <sup>th</sup>
8	Welding Techniques (Executives)	Projects	6 <sup>th</sup>	Mr. M. Usman Hassan Exe. Engineer (P)	Mon 27 <sup>th</sup>
9	Hands on Training – Certification course on Welding – (API - 1104)	SNGTI	13 <sup>th</sup>	Mr. Ammar Faisal Exec. Engr. Projects	Mon-Fri 27 <sup>th</sup> – 31 <sup>st</sup>
10	First Aid & CPR	HSE	37 <sup>th</sup>	Dr Huma Tabassum OH Consultant	Tue-Wed 28 <sup>th</sup> - 29 <sup>th</sup>
11	Excel & Dashboard Analysis	Billing	1 <sup>st</sup> (New)	Mr. Zafar Mehmood Chief Billing Officer	Thur-Fri 30 <sup>th</sup> - 31 <sup>st</sup>
12	Defensive Driving	HSE	5 <sup>th</sup>	Mr. Kashif Saleem Butt (Sr. Engr HSE)	Fri 31 <sup>st</sup>
<b>Soft Skills</b>					
13	Business Communication I	SNGTI	31 <sup>st</sup>	Mr. Mohammad Asim DCO	Thurs-Fri 2 <sup>nd</sup> -3 <sup>rd</sup>
14	Introduction to MS Word		19 <sup>th</sup>	Mr. Ali Abbas Officer Grade II	Mon-Tue 13 <sup>th</sup> -14 <sup>th</sup>
15	Interpersonal Skills		20 <sup>th</sup>	Mr. Waqas M. Qureshi CTO	Wed-Thur 15 <sup>th</sup> -16 <sup>th</sup>
16	Business Communication II		8 <sup>th</sup>	Mr. Mohammad Asim DCO	Thur-Fri 16 <sup>th</sup> - 17 <sup>th</sup>
17	Introduction to MS Excel		21 <sup>st</sup>	Mr. M. Razzaq Officer Grade II	Thur-Fri 16 <sup>th</sup> -17 <sup>th</sup>
18	Presentation Skills		18 <sup>th</sup>	Mr. Waqas M. Qureshi CTO	Wed-Thur 22 <sup>nd</sup> -23 <sup>rd</sup>
19	Time & Stress Management		14 <sup>th</sup>	Mr. Mohammad Asim DCO	Thur-Fri 30 <sup>th</sup> -31 <sup>st</sup>
<b>Guest Speakers</b>					
20	Evaluation of Bids	SNGTI	1 <sup>st</sup> (New)	Mr. Nadeem Asghar Ex SGM (CS)	Wed-Thur 1 <sup>st</sup> -2 <sup>nd</sup>
21	Directing & Delegating		2 <sup>nd</sup>	Mr. Phillip S. Lall	Mon-Tue 13 <sup>th</sup> -14 <sup>th</sup>
22	Leadership Skills		3 <sup>rd</sup>	Mr. Naseem Zafar	Mon-Tue 20 <sup>th</sup> -21 <sup>st</sup>
23	Measures to Combat UFG		1 <sup>st</sup> (New)	Mr. M. Azhar Saif Ex-GM (T & D)	Wed 29 <sup>th</sup>



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Date	No. of Courses	Hall I	Hall II	Hall III	Hall IV
01.10.2014	01	Evaluation of Bids	-	-	-
02.10.2014	02	Evaluation of Bids	Business Communication-I	-	-
03.02.2014	02	-	Business Communication-I	-	-
13.10.2014	03	Directing & Delegating	UGLD	Ms Word	-
14.10.2014	03	Directing & Delegating	UGLD	Ms. Word	-
15.10.2014	02	-	Interpersonal Skills	-	Polyethylene in Dist.
16.10.2014	04	Business Communication	Interpersonal Skills	Ms – Excel	Polyethylene in Dist.
17.10.2014	03	Business Communication	-	Ms- Excel	Polyethylene in Dist.
20.10.2014	03	Leadership Skills	UFG Controllable & Un-Contr.	Gas Chromatography	-
21.10.2014	03	Leadership Skills	UFG Controllable & Un-Contr.	Gas Chromatography	-
22.10.2014	03	Budget Preparation	Presentation Skills	Gas Theft Control Ordinance	-
23.10.2014	03	Budget Preparation	Presentation Skills	Advance Pipeline design	-
24.10.2014	01	-	-	Advance Pipeline design	-
27.10.2014	02	-	Welding Techniques	-	Certification On Welding
28.10.2014	02	-	First Aid & CPR	-	Certification On Welding
29.10.2014	03	Measures to Combat UFG	First Aid & CPR	-	Certification On Welding
30.10.2014	03	Time & Stress Management	-	Excel & dashboard Analysis	Certification On Welding
31.10.2014	04	Time & Stress Management	Defensive Driving	Excel & dashboard Analysis	Certification On Welding