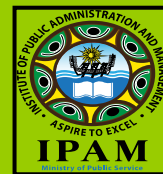




IPAM PUBLIC SERVICE TRAINING SCHEDULE OCTOBER - DECEMBER 2022



CORPORATE LEARNING AND DEVELOPMENT SERIES

Developing Workplace Procedure

Honiara 2 Days 3 - 4 November

BUILDING ESSENTIAL SKILLS SERIES (BESS)

How to Run a Successful Meeting

Honiara 1 Day 10 October

INFORMATION AND COMMUNICATION TECHNOLOGY SERIES

Microsoft Outlook

Honiara 2 Days 17 - 18 October

Microsoft Power Point

Honiara 3 Days 1 - 3 November

LEADERSHIP & MANAGEMENT DEVELOPMENT SERIES

Performance Management Process

Honiara 4 Days [2 Cohorts] 18 - 21 October

Monitoring and Evaluation

Honiara 4 Days 15 - 18 November

The Ministry of Public Service (IPAM) and Solomon Islands National University (CNP) partnership trainings are ongoing. The schedules for these trainings are advertised in the Signet.

For further information on training schedules

Please contact IPAM on the following contacts:

Office Phone: 23042, 23044 or 25777

Email

Billy Anifaesasi

BAnifaesasi@mps.gov.sb

Peter Kwasi

PKwasi@ipam.gov.sb

Please contact your HR or Training Manager for further information about the course NOMINATION PROCESS

IPAM TRAINING HEALTH AND SAFETY

Health and safety are important for the public officials in IPAM trainings. This is important for Course Facilitators/Trainers & Associate Trainers/Guest speakers and especially the course participants. Therefore, always adhere to advices and ground rules established by the IPAM Trainers /Course Facilitators for the training rooms or the vicinity of the training venue. The basic health and hygiene and social distancing measures must be practiced. Details of these will be emphasised at the start of IPAM trainings.