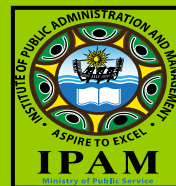




# IPAM PUBLIC SERVICE TRAINING SCHEDULE JULY — SEPTEMBER 2024



## INDUCTION SERIES

### Code of Conduct

Honiara 1 day 10 July  
 Honiara 1 day 12 July  
 Honiara 1 day 31 July  
 Honiara 1 day 02 Sept

### Knowing your Public Service

Central Island Province 5 days 22 –26 July  
 Makira Province 5 days 26 –30 August

## BUILDING ESSENTIAL SKILLS SERIES (BESS)

### Facilitate Skills

Honiara 1 day 12 Sept

## INFORMATION AND COMMUNICATION TECHNOLOGY SERIES

### Microsoft Word 2016

Honiara 3 days 15–17 July

### Microsoft Outlook

Honiara 2 days 13 –14 August

### Cyber Security Awareness

Honiara 1/2 day 30 August

### Microsoft Excel 2016

Honiara 3 days 09–11 Sept

## CORPORATE LEARNING AND DEVELOPMENT SERIES (CLD)

### Developing Workplace Procedures

Honiara 2 days 14–15 August

## LEADERSHIP & MANAGEMENT DEVELOPMENT SERIES (LMD)

### Monitoring and Evaluation

Honiara 4 days 05–08 August

### Performance Management Process

Honiara 2 days 19 –20 August

### Supervisor Development Course

Honiara 3 days 04 –06 Sept

## ACCREDITED TRAINING SERIES (ATS)

1. The Professional Diploma in Accounting cohort 3, is now open for interested new applications. For further details Please, contact ISIA Training officer at Room 4, NPF Plaza, Mendana, Avenue, Honiara. Phone : 20131 Email: training@isia.org.sb

2. The MBA (SINU) Cohort one is still ongoing.

### For further Information on training schedules

Please contact IPAM on the following contacts:

**Office Phone:** 23042, 23044 or 25777

#### Email

Bkausua@ipam.gov.sb  
 PKwasi@ipam.gov.sb

For further training information please contact your HR or Training Officer to support your nominations for attending IPAM trainings.