



# International Capacity Development Training

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Programme  
2022/23

## APPLICATION

ICDT accepts applications from prospective applicants who work for their National Government or development oriented institution. ICDT also provides corporate training solutions to private sector organizations

Admissions to our programmes are open-access based, to prospective participants who have funding for their organizations or other means of sponsorships. We encourage diversity in the Gender Compositions of our delegates hence women are particularly encouraged to apply

## ACCOMMODATION & PROGRAMME FEES

The cost of accommodation and food expenses are the responsibility of each programme delegate. ICDT has arrangements with closely supervised accommodation services providers at our venues. Please contact the Programme Manager for further details at the time of application Tuition/Programme Fees: The schedule of course fees displayed in this publication is a charge for consultancy an programme presentation, programme materials include a fee take-home laptop with its accessories, study tips and other pedagogic support

### COURSE FEE SCHEDULE

CURRENCY	WEEKS	DUBAI	SOUTH AFRICA	ESWATINI	GHANA	RWANDA
USD(\$)	1 WEEK	4,200	2,880	2,880	2,880	2,880
	2 WEEK		3,450	3,450	3,450	3,450
	3 WEEK		3,850	3,850	3,850	3,850
	4 WEEK			4,100 OPTIONAL		

## TRAVEL INFORMATION

All programme delegates are advised to apply for valid entry visa to enter any of our designated international venues. All applicants should contact the appropriate visa authorities in their country for compliance and processing

### PMP PROJECT MANAGEMENT PROGRAMMES

CODE	COURSE TITLE	DATE1	DATE2	DATE3
PMP02	Monitoring & Evaluation Development and Projects	4-15 Apr 2022	8-19 Aug	2-20 Jan 2023
PMP05	Strategic Project Management Programme	6-17 Jun 2022	3-28 Oct	6-31 Mar 2023
PMP12	Project Management & Gender Mainstream	4-22 Apr 2022	1-26 Aug	2-27 Jan 2023
PMP13	Advanced Project Management	6-24 Jun 2022	1-19 Aug	6-17 Mar 2023
PMP16	Project Governance Programme	6-17 Jun 2022	10-28 Oct	13-24 Mar 2023
PMP19	Enterprise Resources Planning (ERP)& Project Management	4-22 Apr 2022	1-26 Aug	16-27 Jan 2023
MPD	Management Procurement of Donor Funded Projects	7-25 Feb 2022	1-19 Aug	6-17 Mar 2023
MEPS	Research M&E for Public Sector	7-25 Feb 2022	8-19 Aug	19-31 Mar 2023

### PSM PUBLIC SECTOR MANAGEMENT

CODE	COURSE TITLE	DATE1	DATE2	DATE3
PSM01	Institutional Development and Governance	2-13 May 2022	5-16 Sept	6-17 Feb 2023
PSM03	Public Budget Process Management	6-24 Jun 2022	10-21 Oct	13-24 Mar 2023
PSM06	Ethics and Corruption in the Public Sector	11-29 Jul 2022	31 Oct-18 Nov	3-14 Apr 2023
PSM11	Local Government Leadership Development Programme	11-22 Jul 2022	5-16 Dec	17-28 Apr 2023
PSM14	Public Sector Performance Management Systems	4-22 Apr 2022	1-19 Aug	16-27 Jan 2023
PSM16	Public Expenditure Management	9-20 May 2022	12-23 Sept	13-24 Mar 2023

### ICT COMPUTER & ICT PROGRAMMES

CODE	COURSE TITLE	DATE1	DATE2	DATE3
ICT01	Advanced Computer Skills Development	2-20 May 2022	16-27 May	6-17 Feb 2023
ICT07	Electronic Data & Records Management	4-22 Apr 2022	16-27 Aug	9-20 Jan 2023
ICT12	Enterprise Content Management	9-27 May 2022	12-23 Sept	13-24 Feb 2023
ICT16	eGovernance and Emerging Technology	11-29 Jul 2022	31 Oct-11 Nov	3-14 Apr 2023
ICT18	Developing Integrated Electronic Records Management Policy	11-22 Apr 2022	8-26 Aug	3-14 Apr 2023
ICT20	Information Systems Auditing	30 May-17 Jun 2022	10-21 Oct	6-31 Mar 2023

### HMP HEALTH PROGRAMMES

CODE	COURSE TITLE	DATE1	DATE2	DATE3
HMP02	Advisory Communication & Behavioral Change (HIV/AIDS)	2-13 May 2022	5-16 Sept	7-18 Feb 2023
HMP14	Hospital Management & Administration	6-24 Jun 2022	10-21 Oct	14-25 Mar 2023
HMP18	M&E of Health Projects	11-29 Jul 2022	31 Oct-18 Nov	3-14 Apr 2023
HMP06	Disease Surveillance M&E and Reporting	11-22 Jul 2022	5-16 Dec	17-28 Apr 2023
HMP05	Diploma in Health Information Management	4-22 Apr 2022	1-12 Aug	16-27 Jan 2023
HMP04	Communicable Disease and Control	9 May-20 Jun 2022	12-23 Sept	13-24 Mar 2023

### FMP FINANCIAL MANAGEMENT PROGRAMMES

CODE	COURSE TITLE	DATE1	DATE2	DATE3
FME01	Advanced Budgetary Financial Control	09-27 May 2022	5-23 Sept	6-24 Feb 2023
FME05	Municipal Finance and Budgeting Systems	16-27 May 2022	12-23 Sept	6-17 Feb 2023
FME14	Advanced Budgeting and Investment Accounting	11-22 Apr 2022	15-26 Aug	23 Jan -10 Feb
FME06	Advanced Forensic and Computing Auditing	4-29 Jul 2022	14-25 Nov	11-22 Apr 2023
FME19	Fraud Auditing and Financial Accounting	4-22 Apr 2022	14-25 Nov	6-17 Mar 2023
FME20	Treasury Management Programme	30 May-17 Jun 2022	12-23 Sept	6-31 Mar 2023

### ESA EXECUTIVE SECRETARIAL & ADMIN

CODE	COURSE TITLE	DATE1	DATE2	DATE3
ESA02	Advanced Information Communications Skills	4-15 Apr 2022	8-18 Aug	2-20 Jan 2023
ESA04	Advanced Computer Skills for Secretaries	6-17 Jun 2022	3-28 Oct	6-31 Mar 2023
ESA07	Advanced Office Management & Procedures	4-22 Apr 2022	1-26 Aug	2-27 Jan 2023
ESA10	Events and Protocol Management for Secretaries	6-24 Jun 2022	1-19 Aug	6-17 Mar 2023
ESA11	Management Development for Executive Assistance	6-17 Jun 2022	10-28 Oct	13-24 Mar 2023
SS	Advanced Office Administration & Secretarial Skills	4-22 Apr 2022	1-26 Aug	16-27 Jan 2023
PA	Effective Executive Personal Assistance	7-25 Feb 2022	1-19 Aug	6-17 Mar 2023

### GPM GENDER AND PARTICIPATORY MANAGEMENT

CODE	COURSE TITLE	DATE1	DATE2	DATE3
GPM04	Gender and Analysis Planning Development	4-22 Apr 2022	12-23 Sept	6-17 Feb 2023
GPM05	Gender and Diversity in Management	2-20 May 2022	8-19 Aug	9-20 Jan 2023
GPM06	Gender and Economic Policy Analysis	9-27 May 2022	5-23 Sept	6-17 Feb 2023
GPM09	Gender Education and Development	30 May-17 Jun 2022	5-23 Sept	13-24 Mar 2023
GPM10	Gender in Micro Finance Management Programmes	5-22 Apr 2022	8-19 Aug	9-20 Jan 2023
GPM11	Gender Issues in Sustainable Development	4-15 Apr 2022	5-23 Sept	9-20 Jan 2023

### RUP REGULATORY & UTILITY PROGRAMMES

CODE	COURSE TITLE	DATE1	DATE2	DATE3
RUP02	Risk Management in Power and Utilities	2-20 May 2022	8-19 Aug	9-20 Jan 2023
RUP14	Financial modeling in Power Industry	9-27 May 2022	5-23 Sept	6-17 Feb 2023
RUP18	Market Research for Telecom Regulations	30 May-17 Jun 2022	5-23 Sept	13-24 Mar 2023
RUP06	Climate Change and Risk Management	4-22 Apr 2022	8-19 Aug	9-20 Jan 2023
RUP05	Urban Transport Planning Management	5-16 Apr 2022	5-23 Sept	9-20 Jan 2023
RUP04	Management of Environmental Negotiations	9-20 May 2022	12-23 Sept	13-24 Mar 2023

### HRM HUMAN RESOURCES MANAGEMENT

CODE	COURSE TITLE	DATE1	DATE2	DATE3
HRM07	Managing The Training Function	4-22 Apr 2022	12-23 Sept	6-17 Feb 2023
HRM02	Strategic Human Resource Development	2-20 May 2022	8-19 Aug	9-20 Jan 2023
HRM10	Computerized Human Resource Management	9-27 May 2022	5-23 Sept	6-17 Feb 2023
HRM03	Advanced Labour Relations & Conflict Management	30 May-17 Jun 2022	6-24 Sept	13-24 Mar 2023
HRM04	Workplace HIV/AIDS Management System	4-22 Apr 2022	8-19 Aug	9-20 Jan 2023
HRM12	Advanced Public Relations & Protocol Management	5-15 Apr 2022	5-23 Sept	9-20 Jan 2023

### MOI MANAGING ORGANIZATIONS & INSTITUTIONS

CODE	COURSE TITLE	DATE1	DATE2	DATE3
MOI01	Advanced Corporate Governance Programme	2-13 May 2022	12-23 Sept	6-24 Feb 2023
MOI06	Strategy & Balance Scorecard Development	4-22 Apr 2022	15-26 Aug	13-24 Mar 2023
MOI08	Result Based Management (RBM)	13-24 Jun 2022	31 Oct-11 Nov	6-24 Mar 2023
MOI13	Women Leadership & Emerging Democracies	28 Mar-15 Apr 2022	8-19 Aug	6-24 Mar 2023
MOI15	Managing Energy Infrastructure Projects	2-20 May 2022	12-30 Sept	6-17 Feb 2023
MOI20	Energy Market Analysis & Management	6-24 Jun 2022	14-25 Nov	13-24 Mar 2023

## FREE TABLET or LAPTOP



All Courses delegates will each receive a free complimentary Tablet or Laptop with accessories

## LOOKING FOR IN-HOUSE TRAINING

If you have six (6) or more groups of train based on any course scheduled in this catalogue or our website, we can provide such training right in-house in your country and in your premises at managed costs. Conversely we can customize programmes to suite your specific training need at a much reduced cost. Contact the programmes director at admin@icdtrain.org or call +268 3450 0069 for further information.

For More Courses, Visit Our Website

www.icdtrain.org  
Or request our training catalogue 2022-2023

## Just A Friendly Reminder to Our Delegates



### INTERNATIONAL CAPACITY DEVELOPMENT TRAINING

"EFFECTIVE GLOBAL KNOWLEDGE"

### HEALTH AND SAFETY IN THE COVID-19 ENVIRONMENT

ICDT MAKES IT A PRIORITY TO FUMIGATE AND CLEAN OUR CLASSROOMS LONG BEFORE OUR FACILITATORS AND DELEGATES ARRIVE TO KEEP EVERYONE SAFE ON OUR TRAINING STATIONS. WE HAVE IMPLEMENTED A RANGE OF CORONAVIRUS SAFETY MEASURES AT ALL TIMES

A VALID COVID-19 TEST CERTIFICATE IS REQUIRED BEFORE ANY INTAKE, ANOTHER TESTING IS REQUIRED AFTER EVERY TRAINING AND CS APPLY\*



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