

## INSTITUTE OF TECHNICAL SUPERVISION

### PROFICIENCY BASED TRAINING PROGRAMMES FOR 2020

#### TECHNICAL MANAGEMENT AND LEADERSHIP PROGRAMS

<b>CODE</b>	<b>MAY TRAINING PROGRAM</b>	<b>DATE</b>
PTS	EFFECTIVE PRACTICE OF TECHNICAL SUPERVISION	5-6 MAY 2020
<b>CODE</b>	<b>JULY TRAINING PROGRAM</b>	<b>DATE</b>
WPT	WORKPLACE PRODUCTIVITY AND IMPROVEMENT TECHNIQUES	7-8 JUL. 2020
FMM	EFFECTIVE FACILITY MAINTENANCE MANAGEMENT	14-16 JUL. 2020
EIS	EMOTIONAL INTELLIGENCE AND STRESS MANAGEMENT	23-24 JUL. 2020
<b>CODE</b>	<b>AUGUST TRAINING PROGRAM</b>	<b>DATE</b>
CSE	CUSTOMER SERVICE EXCELLENCE	11-12 AUG. 2020
<b>CODE</b>	<b>OCTOBER TRAINING PROGRAM</b>	<b>DATE</b>
TRW	TECHNICAL REPORT WRITING	20-21 OCT. 2020

#### HEALTH, SAFETY AND ENVIRONMENT PROGRAMS

<b>CODE</b>	<b>MARCH TRAINING PROGRAM</b>	<b>DATE</b>
PCS	PRACTICAL CLEANING AND SANITATION	17-18 MAR. 2020
<b>CODE</b>	<b>MAY TRAINING PROGRAM</b>	<b>DATE</b>
FSM	FOOD SAFETY MANAGEMENT SYSTEM	5-6 MAY 2020
CPR	FIRST AID AND CPR TECHNIQUE	12-13 MAY 2020
ISM	INTRODUCTION TO SAFETY MANAGEMENT	26-27 MAY 2020
<b>CODE</b>	<b>JUNE TRAINING PROGRAM</b>	<b>DATE</b>
SSM	SITE SAFETY AND MANAGEMENT SYSTEMS	23-24 JUN. 2020
ESS	ELECTRICALS SAFETY AND SUPERVISORY MANAGEMENT	23-24 JUN. 2020
<b>CODE</b>	<b>OCTOBER TRAINING PROGRAM</b>	<b>DATE</b>
OHS	OCCUPATIONAL HEALTH AND SAFETY	13-14 OCT. 2020
<b>CODE</b>	<b>NOVEMBER TRAINING PROGRAM</b>	<b>DATE</b>
FFS	FIRE FIGHTING SKILLS	3-4 NOV. 2020

## DEFENSIVE DRIVING PROGRAMS

CODE	MARCH TRAINING PROGRAM	DATE
EDT	EFFECTIVE DRIVING TECHNIQUES	3-4 MAR. 2020
EAM	EFFECTIVE ACCIDENT MANAGEMENT	24-25 MAR. 2020
CODE	APRIL TRAINING PROGRAM	DATE
FEM	EFFECTIVE FUEL EFFICIENCY MANAGEMENT	7-8 APR. 2020
RTA	ROAD TRAFFIC ACT AND SPOT FINES REGIMES	14-15 APR. 2020
GDE	GOALS FOR DRIVER EDUCATION METRICS (GDE)	28-29 APR. 2020
CODE	JUNE TRAINING PROGRAM	DATE
BDT	BASIC DRIVING TECHNIQUES AND HIGHWAY CODE	2-3 JUN. 2020
RTP	ROAD TRAFFIC PSYCHOLOGY	16-17 JUN. 2020
CODE	SEPTEMBER TRAINING PROGRAM	DATE
PDE	PROFESSIONAL DRIVING ETHICS AND MODERN VEHICLE SAFETY	1-2 SEPT. 2020
PMT	PREVENTIVE MAINTENANCE AND ANTI-SKID TECHNIQUES	15-16 SEPT. 2020
HRM	HAZARD RECOGNITION AND SPACE MANAGEMENT	29-30 SEPT. 2020
CODE	OCTOBER TRAINING PROGRAM	DATE
TSM	TYRE SAFETY MANAGEMENT	6-7 OCT. 2020
DVM	DRIVABILITY AND VEHICLE MAINTENANCE	20-21 OCT. 2020
CODE	NOVEMBER TRAINING PROGRAM	DATE
DRI	DRIVER RISK INDEX	3-4 NOV. 2020
FOH	FORKLIFT OPERATIONS AND HANDLING	3-4 NOV. 2020

## GENERAL PROGRAMS

<b>CODE</b>	<b>MARCH TRAINING PROGRAM</b>	<b>DATE</b>
LSC	LOGISTICS AND SUPPLY CHAIN MANAGEMENT	10-11 MAR. 2020
MHS	MATERIAL HANDLING AND STORES PROCEDURES	24-25 MAR. 2020
<b>CODE</b>	<b>JULY TRAINING PROGRAM</b>	<b>DATE</b>
MSS	MODERN SECURITY AND SURVEILLANCE TECHNIQUES	3-4 JUL. 2020
<b>CODE</b>	<b>SEPTEMBER TRAINING PROGRAM</b>	<b>DATE</b>
LOC	LEGAL OBLIGATIONS AND CONSEQUENCES OF ACTIONS OF A SECURITY OFFICER	4-5 SEPT. 2020
<b>CODE</b>	<b>OCTOBER TRAINING PROGRAM</b>	<b>DATE</b>
ACM	ATTITUDINAL CHANGE AND ANGER MANAGEMENT	13-14 OCT. 2020
ADR	ARBITRATION AND DISPUTE RESOLUTION	27-28 OCT. 2020

## TECHNICAL SUPERVISORY MANAGEMENT PROGRAMS

<b>CODE</b>	<b>APRIL TRAINING PROGRAM</b>	<b>DATE</b>
STS	SENIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE – MODULE 1	7-24 APR. 2020
JTS	JUNIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE - MODULE 1	7-24 APR. 2020
<b>CODE</b>	<b>JUNE TRAINING PROGRAM</b>	<b>DATE</b>
STS	SENIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE – MODULE 2	8-26 JUNE. 2020
JTS	JUNIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE - MODULE 2	8-26 JUNE. 2020
<b>CODE</b>	<b>AUGUST TRAINING PROGRAM</b>	<b>DATE</b>
STS	SENIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE – MODULE 3	10-28 AUG. 2020
JTS	JUNIOR TECHNICAL SUPERVISORY MANAGEMENT COURSE - MODULE 3	10-28 AUG. 2020