

January 2026

Soft Skills Courses			
No.	Training Title	Duration	Schedule
1	Strategic Leadership and Execution Excellence	2 Days	5 – 6
2	Leading with Emotional Intelligence	2 Days	7 – 8
3	The Art of Negotiation for Business Success	2 Days	12 – 13
4	Leading Change: Strategies for Organizational Transformation	2 Days	14 – 15
5	Building a Culture of Excellence and Integrity in Teams	2 Days	19 – 20
6	Collaborative Leadership for Cross-Functional Teams	2 Days	21 – 22
7	Advanced Interpersonal Communication for Leadership Impact	2 Days	26 – 27
8	Personal Development for Administrative Personnel	2 Days	28 – 29

Environmental, Social and Governance (ESG) & International Organization for Standardization (ISO)			
No.	Training Title	Duration	Schedule
1	Low Carbon Concepts and Green Compliance	2 Days	6 – 7
2	ISO37001:2016 Anti Bribery Management System and Organisational Anti-Corruption Plan Awareness For Board of Directors and Top Management	2 Days	13 - 14
3	Understanding and Interpreting Requirements of ISO 37001:2025 Anti-Bribery Management System	2 Days	20 – 21
4	ISO 9001:2015 Risk Management	2 Days	26 – 27

Comprehensive IT & Digital Skills Training

No.	Training Title	Duration	Schedule
1	Microsoft 365 Office Tools (Fundamentals Level)	2 Days	5 – 6
2	CompTIA Network+	5 Days	12 – 16
3	Introduction to Artificial Intelligence	1 Day	13
4	Entry-Level Power BI	3 Days	14 – 16
5	Certified Artificial Intelligence Practitioner	5 Days	19 – 23
6	Cloud Computing Fundamentals	2 Days	26 – 27
7	Artificial Intelligence for Organisation Productivity	2 Days	28 – 29
8	Gen AI Essentials - Skills for the AI-Powered Workplace	2 Days	29 – 30

Project Management Institute (PMI) Certifications & Project Related Courses

No.	Training Title	Duration	Schedule
1	Certified Associate in Project Management (CAPM)®	4 Days	5 – 8
2	Planning & Scheduling with Microsoft Project Fundamentals	2 Days	12 – 13
3	Planning & Scheduling with Microsoft Project Fundamentals	2 Days	19 – 20
4	Planning & Scheduling with Microsoft Project Advanced	3 Days	21 – 23
5	Project Management Professional (PMP)®	5 Days	26 – 30

Halal Training Series & Certifications			
No.	Training Title	Duration	Schedule
1	Certified Halal Executive Programme	5 Days	5 – 9
2	Halal Economics Training Course	2 Days	13 – 14
3	Halal Awareness Training Course	2 Days	19 - 20

****Note:** Venue and Dates may vary due to availability of venue and trainer's schedule. **Special** training fees for registration of three (3) or more participants from one (1) organisation/company.

All fees are inclusive of:

- i. Training Venue
- ii. Refreshments for Full Days of Training (Morning Tea-Break, Lunch & Afternoon Tea-Break)
- iii. Certificate of Completion
- iv. Training Amenities
- v. One-Time Exam Voucher (for certification courses only)