



## CALENDAR FOR THE YEAR 2018/19

	PROGRAMMES	COUNTRIES	OBJECTIVES	TARGETED PARTICIPANTS	DATES	DURATION
1	Performance Management	Zimbabwe	To familiarize participants with the alignment of business activities to the vision and strategy of the organization, improve internal and external communications, and monitor organization performance against strategic goals.	Supervisors, HR Practitioners	14 <sup>th</sup> – 18 <sup>th</sup> May 2018	5 days
2	Leadership and Communication Skills for DFI Executives.	Zimbabwe	To understand elements of a Leadership Culture & critical point of reference in aligning and achieving an organizational purpose as well as understanding effective communication.	Supervisors, Managers and Senior Managers	21 <sup>st</sup> – 25 <sup>th</sup> May 2018	5 days
3	Marketing of Financial Services for DFIs	Botswana	Enhance the understanding of the special needs of financial services customers need with strong marketing acumen.	Business Advisors, Portfolio Executives, Marketing Officers, Customer Relations Officers, etc	28 <sup>th</sup> – 30 <sup>th</sup> May 2018	3 days
4	Negotiation Skills	Botswana	To enhance skills on how to prepare, have clear aims and objectives, how and when to use different negotiating styles, strategies and tactics.	Supervisors, Managers	31 <sup>st</sup> May – 1 <sup>st</sup> June 2018	2 days
5	Resource Mobilisation	Swaziland	To enhance skills of developing and implementing resource mobilization strategies	Finance Managers, Marketing Manager, market Analysts	18 <sup>th</sup> – 20 <sup>th</sup> June 2018	3 days
6	Executive Development for Women	Swaziland	To understand elements of a Leadership Culture from women perspective.	Supervisors, Managers and Executives	21 <sup>st</sup> – 22 <sup>nd</sup> June 2018	2 days

7	Project Appraisal for SMEs	Swaziland	To introduce SME Project Appraisal methods and loan appraisal for SME's	SME Advisors, Business Advisors, Portfolio Executive	25 <sup>th</sup> – 29 <sup>th</sup> June 2018	5 days
8	Environmental Impact Assessment and Climate Change	Namibia	To know and understand planning, decision-making and management tools for environmental protection, through which climate change could be potentially addressed.	EIA Officers,	25 <sup>th</sup> – 27 <sup>th</sup> July 2018	3 days
9	ICT Governance	Namibia	To enhance understanding on why IT Governance & Management matters, learn about World Class IT Governance & Management standards and frameworks and learn how to plan and implement your IT Governance & Management project	Chief Information Officers, IT Managers, IT Governance and Assurance Professionals, IT Security Professionals and Project Managers	30 <sup>th</sup> July – 2 <sup>nd</sup> August 2018	5 days
10	Investment Appraisal and Risk Analysis	Angola	To develop skills to plan and assess investment projects, redesign projects to add value, prepare projects financing agreement and address stakeholders concerns	Business, Projects & Investments Analysts	20 <sup>th</sup> – 24 <sup>th</sup> August 2018	5 days
11	Debt Restructuring and Finance	Angola	The training will teach fundamentals required in Credit Relationship Management as well as understanding, developing, packaging and delivering project finance and to make for a more effective execution of deals and achieve improved turnaround of project applications, better design of projects and improved performance of DFIs portfolio	Business Advisors, Portfolio Executives, Analysts, Project Officers, Credit Officers	27 <sup>th</sup> – 31 <sup>st</sup> August 2018	5 days
12	Public Private Partnership – Foundation Training	Angola	To establish the foundations of identifying and developing PPP projects for both infrastructure and service type projects. It will cover policy issues, legal issues, risk allocation and how to complete a comprehensive feasibility study. Once participants have completed this course they will be able to move onto the intermediate PPP course.	PPP and Project Officers/ Specialists	3 <sup>rd</sup> – 5 <sup>th</sup> August 2018	3 days

13	Finance For Non Finance Managers	Lesotho	To expose non-Finance managers to the essential skills of accounting and financial management for effective interaction with the finance function	Senior Managers with limited or no professional financial training	19 <sup>th</sup> – 21 <sup>st</sup> September 2018	3 days
14	Risk Management	Lesotho	To improve skills of assessing and managing credit and operational risk	Credit Officers, Project officers	24 <sup>th</sup> – 28 <sup>th</sup> September 2018	5 days
15	Export Credit Finance	Tanzania	To enable participants to understand the basic principles relevant to export credit finance and it will allow them to improve their financial structuring skills in developing a new project or projects.	Project Officers, Business/Investment Analysis, Portfolio Executives.	22 <sup>nd</sup> – 23 <sup>rd</sup> October 2018	2 days
16	Project Management	Tanzania	To expose development finance practitioners to the concept and practice of project management, focusing in specialised modern techniques of project planning and scheduling, project cost estimating and budgeting, resource planning, risk management and quality management	Credit officers, Projects officers, Projects Analysts	24 <sup>th</sup> – 26 <sup>th</sup> October 2018	3 days
17	Monitoring And Evaluation	South Africa	To equip participants with the skills and knowledge of the power of measuring results as well as understanding M&E terminologies	M&E Team leaders, Practitioners, Project Managers, Project Team Leaders	19 <sup>th</sup> – 23 <sup>rd</sup> November 2018	5 days
18	Public Private Partnership – Intermediate	South Africa	To gain broader understanding of the facilitation of government service delivery, public debt reduction, promotion of public sector savings, project cost savings, value for money, efficiency in public sector delivery and the attraction of private sector participation in public goods & services investment.	PPP Specialists, Projects specialists	3 <sup>rd</sup> – 7 <sup>th</sup> December 2019	5 days
19	Capacity Building Review & Decision Making for HR Managers	South Africa	Consultative conference on review of capacity building and enhancing communication skills	HR Managers	10 <sup>th</sup> – 12 <sup>th</sup> December 2018	3 days

20	Financial Modelling	Zimbabwe	To enhance the skills of developing and applying financial models to practical business situations	Staff responsible for modelling, planning and monitoring financial performance of their organizations or projects undertaken	February 2019	5 days
21	Emotional Intelligence	Zambia	To build an understanding of how emotions shape who we are, how we relate to others and how to improve relationships. Participants will leave with tools that shine a light on what EQ is and how to use it to great effect.	Supervisors, middle managers	March 2019	3 days
22	Corporate Governance	Zambia	To enhance good corporate governance in DFIs, and promote reform in corporate governance policies in SADC member states	Board Member, Senior Management, Corporate Governance specialists	March 2019	4 days