

Triple A Consultancy Training Program 2016

COURSES			
Course Code	Course Title	Duration	Comments
PROJECT MANAGENET CERTIFICATION COURSES			
		Duration	
TCOPMP	Project Management Professional (PMP) إدارة مشروعات للمحترفين	44 hours	
TCOIPMA	International Project Management Association (IPMA) إدارة مشروعات (IPMA)	50 hours	
TCOPRP6F	Primavera P6 (Fundamental) بريمافيرا P6 (أساسي)	24 hours	
TCOMSP	MS Project مايكروسوفت بروككت	32 hours	
OPERATIONS MANAGENET CERTIFICATION COURSES			
		Duration	
TCOLSSG	Lean Six Sigma Green Belt (LSSGB) لين 6 سيجما (حزام أخضر)	60 hours	
TCOLPI	Lean Process Improvement لين لتطوير وتحسين العمليات	20 hours	
TCOOM	Operations Management إدارة العمليات	32 hours	
SUPPLY CHAIN MANAGENET CERTIFICATION COURSES			
		Duration	
TCOBSCM	Basic Supply Chain Management أساسيات إدارة سلسلة الأمداد	32 hours	
TCOGLSCM	Global Supply Chain Management	36 hours	
TCOFDPF	Forcasting & Demand Planning (IBF) Fundamentals	32 hours	
MANAGEMENT COURSES (SENIORS / FIRST LINE MANAGERS)			
		Duration	
TCOCOCM	Concepts of Contemporary Management	36 hours	
TCOLM	Leadership Management	20 hours	
TCOTM	Time Management	20 hours	
TCOFNFM	Finance for No Finance Managers	20 hours	
COURSES FOR CONTINUING DEVELOPMENT			
ENGINEERING			
		Duration	
TCOSTAD	Structure Analysis and Design By STAAD Pro V8i	25 hours	
TCOIACS	Industrial Automation & Control Systems	40 hours	
TCSCDA	Concepts System Control & Data Acquisition (SCADA)	40 hours	
TCOPLC	Concepts of Programmable Logic Control (PLC)	40 hours	
TCOTPM	Total Productive Maintenance (TPM)	2 days	
TCOCMMS	Computerized Maintenance Management System (CMMS)	3 days	
QUALITY			
		Duration	
TCOQBNT	Quality Basic and New 7 Tools أدوات الجودة السبعة الأساسية و أدوات الجودة السبعة الجديدة	16 Hours	
TCODC	Document Control الميطرة على المستندات	2 days	
Environment			
		Duration	
TCOHHEP	Health hazards of Environmental pollution in industry الآخطار الصحية في بيئة العمل و كيفية الوقيية (طبقا لطبيعة الصناعة)	based on industry	
TCOEPPM	Ergonomic problems (Prevention and Management) المشاكل العضلية و طرق منعها	16 hours	
TCOEC	Environmental Carcinogens (Physical, Chemical & Biology) المسرطنات البيئية (الفيزيائية و الكيميائية و البيولوجية)	16 hours	
TCOEFES	Electromagnetic field: Exposure & Safety	12 hours	
Statistical & Biostatistics			
		Duration	
TCORS	Research Study Design تصميم الدراسات البحثية	16 hours	
TCOBST	Basic Statistics مبادئ الإحصاء	20 hours	
TCOBBST	Basic Biostatistics مبادئ الإحصاء الحيوي	20 hours	
TCOABSSPSS	Applied Biostatistics using SPSS تطبيقات الإحصاء الحيوي على برنامج SPSS	36 hours	
TCOASSPSS	Applied Statistics using SPSS تطبيقات الإحصاء على برنامج SPSS	36 hours	

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NOTES TO ALL APPLICANTS FOR ALL COURSES

- The waiting time for some of the courses may be more than 2 months. Registration is on first-come-first-served basis.
- Above information is correct at the time of printing. Please refer to course brochures or log on to our website at www.triple-aconsult.com for updated information.
- For enquiries, please call: 00201001601694 / 00201223415195 or email to info@triple-aconsult.com

ADDITIONAL NOTES TO APPLICANTS FOR COURSES

- For all training courses is based on demand. Application form with payment shall be submitted for placement.
- For More information refer to Triple A Consultancy website @ www.tripleaconsult.com

BOOKING POLICY:
Bookings cannot be confirmed until payment and a completed application form is received. Fees paid are non-refundable (refer to terms & conditions of transfer& cancellation policy).
Bookings reserved for delegates outside Egypt must be accompanied by credit card details (with authorization to charge) / Bank transfer (refer to bank transfer details overleaf)
Course fees include Course hand-out materials.

TRASNSFER POLICY:
There will be no additional charge if an alternate / substitute person wishes to replace the original delegate . Please inform us in writing of any changes to the original booking.
However if a delegate fails to attend the course, the fee remains payable .

CANCELLATION POLICY
All cancellations must be confirmed in writing
13 or more working days* prior to the start date, 100% of the course fees will be refunded.
7-12 working days* prior to the start date, 50% of the course fee will be refunded.
6 working days* or less/before the start of the course, no refund.
Please note that in the Egypt working days are from Saturday to Thursday

AMENDEMENT POLICY:
Triple A Consultancy reserves the right to change the published prices of any course programmes or materials or any course contents without prior notice .

Triple A Consultancy reserves the right to cancel/postpone a course at anytime without liability. In this case, delegates will be offered an alternative date or a full refund of the course fees.
Triple A Consultancy reserves the right to change the venue or the course facilitator at anytime, if needed.