

**MANDATORY CONTINUING PROFESSIONAL EDUCATION PROGRAMME (MCPEP)
PORT HARCOURT 2024**

S/N	TOPIC	DATE
1	Dealing with Work-Life Balance: The Essential Issues	Jan. 22 - 23
2	Presentation and Facilitation Skills Development for Managers	Feb. 12 - 13
3	The Art of Leading from the Heart: Emotional Intelligence	Feb. 26 - 27
4	Corporate Cash Management Control and ICT in Finance and Accounts	Mar. 11 – 12
5	Professional Ethics for Security Personnel: Monitoring and Evaluation	Mar. 18 - 19
6	Project Management Fundamentals for Non-Project Managers	Apr. 08 - 09
7	Effective Delegation, Coaching, Mentoring and Counselling Skills	Apr. 15 - 16
8	Budgeting, Cost Control and Management Reporting	May 05 - 06
9	Information Management Fundamentals	May 20 – 21
10	Managing Safety and Health in the Work Place	Jun. 03 – 04
11	Developing Your Peoples' Management Skills	Jun. 17 - 18
12	Enhancing Employee Motivation: Behaviour and Attitude for Success	Jul. 08 - 09
13	Successful Negotiation: Essential Strategy and Techniques	Jul. 22 – 23
14	Creative and Innovative Problem Solving	Aug. 05 – 06
15	Training Your Brain for Peak Performance	Aug. 12 - 13
16	Financial Reporting: Cash, Non-Cash and Grants	Sept. 02 – 03
17	Sales and Marketing Training for Employees	Sept. 09 - 10
18	Managing your Boss for Effective Outcomes	Oct. 01 – 02
19	Fundamental of Business Proposals, Minutes and other Official Correspondences	Oct. 07 – 08
20	Financial Wellness: Adding Value to your Organization	Oct. 21 - 22
21	Work Ethics and Attitudinal Change	Nov. 04 – 05
22	Technical Report Writing and Communication: Project Report Process	Nov. 11 – 12
23	Performance Appraisal and Reward Management Systems	Dec. 05 - 06
24	The Art and Science of Negotiation	Dec. 09 - 10

MCPEP Fee: Members N80, 000/Non-Members 85,000

Pay to: NIM Zenith Bank Account Number: 1010341253

Contact: Ere - 08134832441, 08057597063 or send mail to ph.center@nim.ng

Note: Registration is by SMS, email or telephone indicating the names(s) of your nominee(s) and topic of interest at least 7 Days before the programme. No Cash Payment Please.