JOHANNESBURG Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advanced Excel for HR	*1*		*3*			*8*			*4*			*3*	
Career Paths & Succession Planning	*1*			*3*	*1*			*1*			*1*		*1*
Dealing with Domestic Violence for HR Practitioners	*1*			*31*						*29*			
Economics for HR	*1*					*7*		*2*			*6*		*2*
Effective Pay Management	*2*				*7-8*			*7-8*			*7-8*		
Employee Engagement	*1*			*4*		*11*			*5*		*13*		
Job Profile Writing	*1*		*4*		*2*		*2*			*2*		*4*	
Organisational Development Essentials for HR	*1*			*5*				*14*			*14*		
Paterson Job Evaluation	*2*		*5-6*			*5-6*			*12-13*			*10-11*	
Performance Management	*2*		*11-12*		*21-22*		*23-24*			*8-9*			
Remuneration Committees	*1*		*20*			*12*		*15*			*27*		
Remuneration for HR	*2*			*10-11*			*9-10*		*18-19*		*20-21*		
Short Term Incentive Scheme Design	*1*					*13*		*16*			*22*		
Total Reward Strategy & Policy	*1*			*17*		*14*		*21*		*15*		*12*	

JOHANNESBURG IR Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chairing Disciplinary Hearings	*2*		*25-26*										
Initiating Disciplinary Hearings	*2*			*24-25*									
Initiating a Section 189 Restructuring Process	*2*					*19-20*							
Initiating an Incapacity Hearing for Ill Health	*2*									*16-17*			
Initiating an Incapacity Hearing for Poor Performance	*2*							*28-29*					
Managing Grievances in the workplace	*2*				*29-30*								

CAPE TOWN Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advanced Excel for HR	*1*			*26*					*25*				
Career Paths & Succession Planning	*1*		*6*					*1*					*3*
Dealing with Domestic Violence for HR Practitioners	*1*												
Economics for HR	*1*		*3-4*	*3*				*2-3*	*26*				
Effective Pay Management	*2*		*3*					*2*					
Employee Engagement	*1*				*23*						*6*		
Job Profile Writing	*1*	*21*		*17*		*19*			*13*			*17*	
Organisational Development Essentials for HR	*1*			*4*			*30*			*22*			
Paterson Job Evaluation	*2*	*22 - 23*		*18 - 19*		*20 -21*			*19 - 20*			*18 - 19*	
Performance Management	*2*		*13 -14*					*7 to 8*					
Remuneration Committees	*1*				*6*					*3*			
Remuneration for HR	*2*		*4 to 5*				*24 - 25*				*20 - 21*		
Short Term Incentive Scheme Design	*1*	*16*				*12*					*7*		
Total Reward Strategy & Policy	*1*	*28*				*13*					*8*		

CAPE TOWN IR Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chairing Disciplinary Hearings	*2*		*11-12*			*12-13*			*11-12*			*10-11*	
Initiating Disciplinary Hearings	*2*		*18-19*					*21 to 22*				*24-25*	*8- 9*
Initiating a Section 189 Restructuring Process	*2*			*10-11*			*22 to 23*			*29 - 30*			*1-2*
Initiating an Incapacity Hearing for Ill Health	*2*				*21-22*			*14 -15*			*13-14*		
Initiating an Incapacity Hearing for Poor Performance	*2*	*14-15*				*26-27*			*17-18*				*8- 9*
Managing Grievances in the workplace	*2*				*1-2*						*27 - 28*		

PORT ELIZABETH Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advanced Excel for HR	*1*		*20*			*20*		*8*			*14*		
Career Paths & Succession Planning	*1*				*7*				*6*				
Dealing with Domestic Violence for HR Practitioners	*1*		*21*				*5*				*23*		
Economics for HR	*1*			*11*								*5*	
Effective Pay Management	*2*			*12 & 13*		*7 & 8*			*13 & 14*				
Employee Engagement	*1*						*11*		*28*				
Job Profile Writing	*1*									*17*	*6*		
Organisational Development Essentials for HR	*1*						*26*			*2*			
Paterson Job Evaluation	*2*							*16 & 17*			*29 & 30*	*26 & 27*	
Performance Management	*2*		*27 & 28*							*8 & 9*			
Remuneration Committees	*1*							*9*					
Remuneration for HR	*2*				*1 & 2*							*17 & 18*	
Short Term Incentive Scheme Design	*1*										*21*		
Total Reward Strategy & Policy	*1*					*27*							

PORT ELIZABETH IR Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chairing Disciplinary Hearings	*2*				*29 & 30*					*30*	*1*		
Initiating Disciplinary Hearings	*2*			*17 & 18*				*29 & 30*					
Initiating a Section 189 Restructuring Process	*2*										*8 & 9*		
Initiating an Incapacity Hearing for Ill Health	*2*											*11 & 12*	
Initiating an Incapacity Hearing for Poor Performance	*2*					*14 & 15*							
Managing Grievances in the workplace	*2*		*5 & 6*									*30*	*1*

DURBAN Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advanced Excel for HR	*1*		*13*			*13*	*3*				*14*		
Career Paths & Succession Planning	*1*								*6*				
Dealing with Domestic Violence for HR Practitioners	*1*		*20*					*28*				*5*	
Economics for HR	*1*			*11*		*28*						*3*	
Effective Pay Management	*2*			*5 & 6*					*12 & 13*			*18 & 19*	
Employee Engagement	*1*						*10*		*27*				
Job Profile Writing	*1*									*16*	*6*		
Organisational Development Essentials for HR	*1*									*17*			
Paterson Job Evaluation	*2*							*15 & 16*			*29 & 30*		
Performance Management	*2*		*26 & 27*			*7 & 8*				*3 & 4*			
Remuneration Committees	*1*							*10*					
Remuneration for HR	*2*				*2 & 3*							*25 & 26*	
Short Term Incentive Scheme Design	*1*							*30*			*21*		
Total Reward Strategy & Policy	*1*					*22*							

DURBAN IR Courses	No of days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chairing Disciplinary Hearings	*2*			*19 & 20*									*1 & 2*
Initiating Disciplinary Hearings	*2*			*17 & 18*									
Initiating a Section 189 Restructuring Process	*2*										*8 & 9*		
Initiating an Incapacity Hearing for Ill Health	*2*											*10 & 11*	
Initiating an Incapacity Hearing for Poor Performance	*2*					*15 & 16*							
Managing Grievances in the workplace	*2*		*6 & 7*										

IN-HOUSE ONLY Courses	
Change Management & Change Agents Training	*2*
Changemaker Programme:	
Module 1: Building Trust as a basis of Business	*2*
Module 2: Alternative Controls: Giving Autonomy to People	*2*
Module 3: Self-Management & Collaborative Teams	*2*
Module 4: Extreme Stakeholder Alignment	*2*
Module 5: Creative Innovation	*2*
Management Development Programme	*3*