



INSTITUTE OF PUBLIC ADMINISTRATION OF NIGERIA

2011 PROFESSIONAL DEVELOPMENT PROGRAMME



| | Programmes | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|---|------------------|------------------|-------------------------------|-------------------|-------------------------------|-----------------|-------------------|--------------------------------|----------------|-----------------|-------------------------------|-----|
| First Quarter | Capital Market Workshop for Public Administrators | 26 - 28 Abuja | | | | | | | | | | 28 - 30 Ota, Ogun State | |
| | Leading Managers through Strategic Decision Marketing | | 23 - 25 Abuja | | | | | | | | 11-15 Ibadan | | |
| | Management Consulting Workshop | | | 28 - 30 Lagos | | | | | | 5 - 7 Kano | | | |
| Second Quarter | Managing Tomorrow: Entrepreneurship Development Workshop | | | | 25 - 28 Kaduna | | | | 29 - 31 Lagos | | | | |
| | Managing for improve: The Concept of Team Work | | | | | 23- 25 Ota (Ogun State) | | | | | | | |
| | Office Administration and Management Workshop | | | | | | 8 - 10 Akure | | | | | | |
| WIPA 7th Women in Public Administration June 27 - 29 Abuja | | | | | | | | | | | | | |
| Third Quarter | Developing Executive skills for Clerical and Junior Officers | | | | | | | 27 - 29 Ibadan | | | | | |
| | Performance Enhancement Skills: Elimination of Waste of Organization's Resources through Advanced Computer Skills | | | | | | | | 24 - 26 Ota (Ogun State) | | | | |
| | Developing Executive Skills for Junior officers | | | 9 - 11 Ota (Ogun State) | | | | | | 22-24 Akure | | | |
| Fourth Quarter | National Conference of Public Administrators October 25 - 27, 2011 Abuja | | | | | | | | | | | | |
| | Advanced Secretarial Workshop | | | | | | | | | | 24-26 Abuja | | |
| | Team Building for Peak Performance Workshop for middle Level management | | | | 10-12 Lagos | | | | | | | 15 - 17 Lagos | |

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Course Fee 3 Days Programme N45,000.00
 5 Days Programme N55,000.00
 Venues will be communicated to participants two weeks before commencement of course.

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