

PSC CTD TRAINING PLAN 2008

<b>FEBRUARY</b>	<b>CTD COURSES</b>			
	<b>DATES</b>	<b>COURSES</b>	<b>DESTINATION</b>	<b>TRAINER</b>
1	12/02/08 - 14/02/08	INDUCTION	LABASA	SEINI RAIKO
2	06/02/08 - 07/02/08	EMPLOYEE RELATIONS	NABOUWALU	KEVERIELI RATUSAITADRA
3	12/02/08 - 13/02/08	CUSTOMER SERVICE	SUVA	KELEPI K KUBUNAMECA
4	20/02/08 - 21/02/08	OHS	NABOUWALU	MOSESE NASOUBUTA
5	25/02/08 - 26/02/08	TPAF LEVY & GRANT ADMINISTRATION	SUVA	MOSESE NASOUBUTA
6	26/02/08 - 28/02/08	INDUCTION	LAUTOKA	SELAI KOROVUSERE
7	27/02/08 - 28/02/08	EMPLOYEE RELATIONS	KADAVU	KEVERIELI RATUSAITADRA
<b>MARCH</b>	<b>CTD COURSES</b>			
	<b>DATES</b>	<b>COURSES</b>	<b>DESTINATION</b>	<b>TRAINER</b>
8	11/03/08 - 12/03/08	EMPLOYEE RELATIONS	SIGATOKA	MOSESE NASOUBUTA
9	13/03/08 - 14/03/08	PERSONAL DEVELOPMENT	SIGATOKA	KEVERIELI RATUSAITADRA
10	12/03/08 - 13/03/08	OCCUPATIONAL HEALTH & SAFETY	LEVUKA	SELAI KOROVUSERE
11	11/03/08 - 12/03/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	RAKIRAKI	SEINI RAIKO
12	13/03/08 - 14/03/08	EMPLOYEE RELATIONS	RAKIRAKI	KELEPI K KUBUNAMECA
13	26/03/08 - 27/03/08	LEADERSHIP IN GOVERNANCE	LAUTOKA	KEVERIELI RATUSAITADRA
14	26/03/08 - 28/03/08	PROJECT PLANNING & MANAGEMENT	SUVA	SEINI RAIKO
15	26/03/08 - 27/03/08	BASIC MANAGEMENT	SUVA	KELEPI K KUBUNAMECA
16	26/03/08 - 28/03/08	STRATEGIC PLANNING & MANAGEMENT	LABASA	SELAI KOROVUSERE
<b>APRIL</b>	<b>CTD COURSES</b>			
	<b>DATES</b>	<b>COURSES</b>	<b>DESTINATION</b>	<b>TRAINER</b>
17	08/04/08 - 10/04/08	PROJECT PLANNING & MANAGEMENT	LABASA	SEINI RAIKO
18	08/04/08 - 09/04/08	LEADERSHIP IN GOVERNANCE	SUVA	KEVERIELI RATUSAITADRA
19	07/04/08 - 08/04/08	OCCUPATIONAL HEALTH & SAFETY	TAVEUNI	SELAI KOROVUSERE
20	09/04/08 - 11/04/08	INDUCTION	TAVEUNI	KELEPI K KUBUNAMECA
21	24/04/08 - 25/04/08	EMPLOYEE RELATIONS	LAUTOKA	SELAI KOROVUSERE
22	22/04/08 - 23/04/08	SERVICE EXAMS H(1) H(2) SYLLABUS	LABASA	KELEPI K KUBUNAMECA
23	22/04/08 - 23/04/08	SERVICE EXAMS H(1) H(2) SYLLABUS	LAUTOKA	KEVERIELI RATUSAITADRA

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MAY	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
24	06/05/08 - 08/05/08	HUMAN RESOURCES PLNG, MGT & DEVT	SUVA	SEINI RAIKO
25	06/05/08 - 07/05/08	RECORDS MANAGEMENT	SUVA	SELAI KOROVUSERE
26	06/05/08 - 07/05/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	SAVUSAVU	KEVERIELI RATUSAITADRA
27	08/05/08 - 09/05/08	PERSONAL DEVELOPMENT	SAVUSAVU	KELEPI K KUBUNAMECA
28	20/05/08 - 22/05/08	INDUCTION	SUVA	KEVERIELI RATUSAITADRA
29	20/05/08 - 21/05/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	NAUSORI	SELAI KOROVUSERE
30	19/05/08 - 20/05/08	OHS	LABASA	KELEPI K KUBUNAMECA
31	21/05/08 - 23/05/08	HUMAN RESOURCES PLNG, MGT & DEVT	LABASA	SEINI RAIKO
JUNE	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
32	03/06/08 - 04/06/08	OCCUPATIONAL HEALTH & SAFETY	BA	SEINI RAIKO
33	03/06/08 - 04/06/08	EMPLOYEE RELATIONS	NADI	KEVERIELI RATUSAITADRA
34	03/06/08 - 05/06/08	INDUCTION	LAUTOKA	KELEPI K KUBUNAMECA
35	03/06/08 - 05/06/08	STRATEGIC PLANNING & MANAGEMENT	SUVA	SELAI KOROVUSERE
36	18/06/08 - 20/06/08	HUMAN RESOURCES PLNG, MGT & DEVT	LAUTOKA	SEINI RAIKO
37	18/06/08 - 20/06/08	LEADERSHIP & CHANGE	LEVUKA	KELEPI K KUBUNAMECA
38	18/06/08 - 19/06/08	LEADERSHIP IN GOVERNANCE	LABASA	KEVERIELI RATUSAITADRA
	CTD COURSES			
JULY	DATES	COURSES	DESTINATION	TRAINER
39	08/07/08 - 10/07/08	INDUCTION	SUVA	SEINI RAIKO
40	08/07/08 - 09/07/08	BASIC MANAGEMENT	TAVEUNI	KEVERIELI RATUSAITADRA
41	09/07/08 - 10/07/08	PERSONAL DEVELOPMENT	SUVA	KELEPI K KUBUNAMECA
42	23/07/08 - 24/07/08	SERVICE EXAMS S,U,E SYLLABUS	LAUTOKA	KELEPI K KUBUNAMECA
43	23/07/08 - 24/07/08	SERVICE EXAMS S,U,E SYLLABUS	LABASA	KEVERIELI RATUSAITADRA
44	17/06/08 - 18/06/08	ORGANISATIONAL CRISIS & RISK MANAGEMENT	SUVA	SELAI KOROVUSERE

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AUGUST	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
45	05/08/08 - 06/08/08	PUBLIC SECTOR REFORM	LABASA	KEVERIELI RATUSAITADRA
46	07/08/08 - 08/08/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	LABASA	KELEPI K KUBUNAMECA
47	05/08/08 - 06/08/08	PROJECT PLANNING & MANAGEMENT	LAUTOKA	SEINI RAIKO
48	19/08/08 - 20/08/08	OHS	SUVA	SEINI RAIKO
49	18/08/08 - 19/08/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	SUVA	KEVERIELI RATUSAITADRA
50	20/08/08 - 21/08/08	EMPLOYEE RELATIONS	SUVA	KELEPI K KUBUNAMECA
51	26/08/08 - 27/08/08	CUSTOMER SERVICE	LAUTOKA	SELAI KOROVUSERE
52	28/08/08 - 29/08/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	LAUTOKA	SELAI KOROVUSERE
SEPTEMBER	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
53	09/09/08 - 10/09/08	OHS	NAUSORI	SEINI RAIKO
54	11/09/08 - 12/09/08	LEADERSHIP & CHANGE	NAUSORI	SELAI KOROVUSERE
55	09/09/08 - 10/09/08	OHS	SUVA	KEVERIELI RATUSAITADRA
56	09/09/08 - 11/09/08	OHS	SIGATOKA	KELEPI K KUBUNAMECA
57	23/09/08 - 24/09/08	BASIC MANAGEMENT	RAKIRAKI	SELAI KOROVUSERE
58	25/09/08 - 26/09/08	PERSONAL DEVELOPMENT	RAKIRAKI	SEINI RAIKO
59	24/09/08 - 25/09/08	CUSTOMER SERVICE	LABASA	KEVERIELI RATUSAITADRA
60	23/09/08 - 25/09/08	LEADERSHIP & CHANGE	SUVA	KELEPI K KUBUNAMECA
OCTOBER	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
61	13/10/08 - 14/10/08	ER	SAVUSAVU	SEINI RAIKO
62	15/10/08 - 16/10/08	LEADERSHIP & CHANGE	SAVUSAVU	SELAI KOROVUSERE
63	14/10/08 - 15/10/08	POLICY PLANNING & MANAGEMENT	SUVA	KEVERIELI RATUSAITADRA
64	14/10/08 - 15/10/08	DISCIPLINARY & ADMINISTRATIVE ETHICS	SUVA	KELEPI K KUBUNAMECA
65	27/10/08 - 28/10/08	BASIC MANAGEMENT	LABASA	KELEPI K KUBUNAMECA
66	29/10/08 - 30/10/08	SERVICE EXAMS H(1) H(2) SYLLABUS	LAUTOKA	SEINI RAIKO
67	29/10/08 - 30/10/08	SERVICE EXAMS H(1) H(2) SYLLABUS	LABASA	SELAI KOROVUSERE
	CTD COURSES			
	DATES	COURSES	DESTINATION	TRAINER
68	06/11/08 - 07/11/08	ORGANISATIONAL CRISI& RISK MANAGEMNT	LABASA	SELAI KOROVUSERE
69	11/11/08 - 12/11/08	PERSONAL DEVELOPMENT	SUVA	SEINI RAIKO
70	11/11/08 - 12/11/08	EMPLOYEE RELATIONS	SUVA	KELEPI K KUBUNAMECA
71	19/11/08 - 21/11/08	STRATEGIC PLANNING & MANAGEMENT	LAUTOKA	SELAI KOROVUSERE
72	27/11/08 - 28/11/08	ORGANISATIONAL CRISI& RISK MANAGEMNT	NADI	SELAI KOROVUSERE
73	27/10/08 - 28/10/08	CUSTOMER SERVICE	SUVA	KEVERIELI RATUSAITADRA