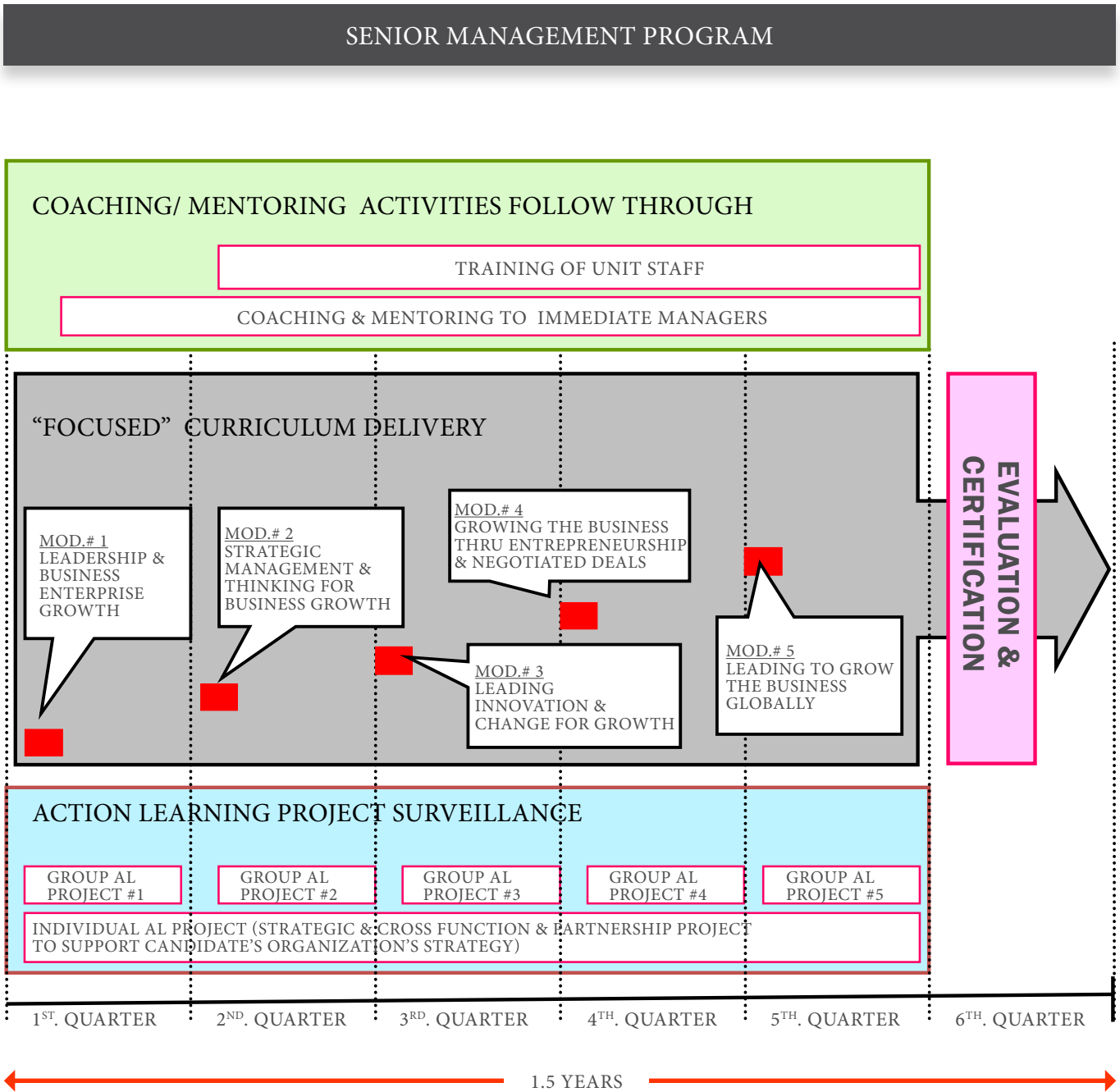


# PROGRAM 1

## SENIOR MANAGEMENT PROGRAM

The program is distributed over 6 quarters over a 1 and half year time period. The first 5 quarters consist of a blend of Focused curriculum which is based on 5 modules, “Action Learning” Project Surveillance which consist of Individual & group Action learning Projects and is aided by Coaching and Mentoring Activities. In the 6th quarter the candidate is evaluated and awarded certification upon completion.



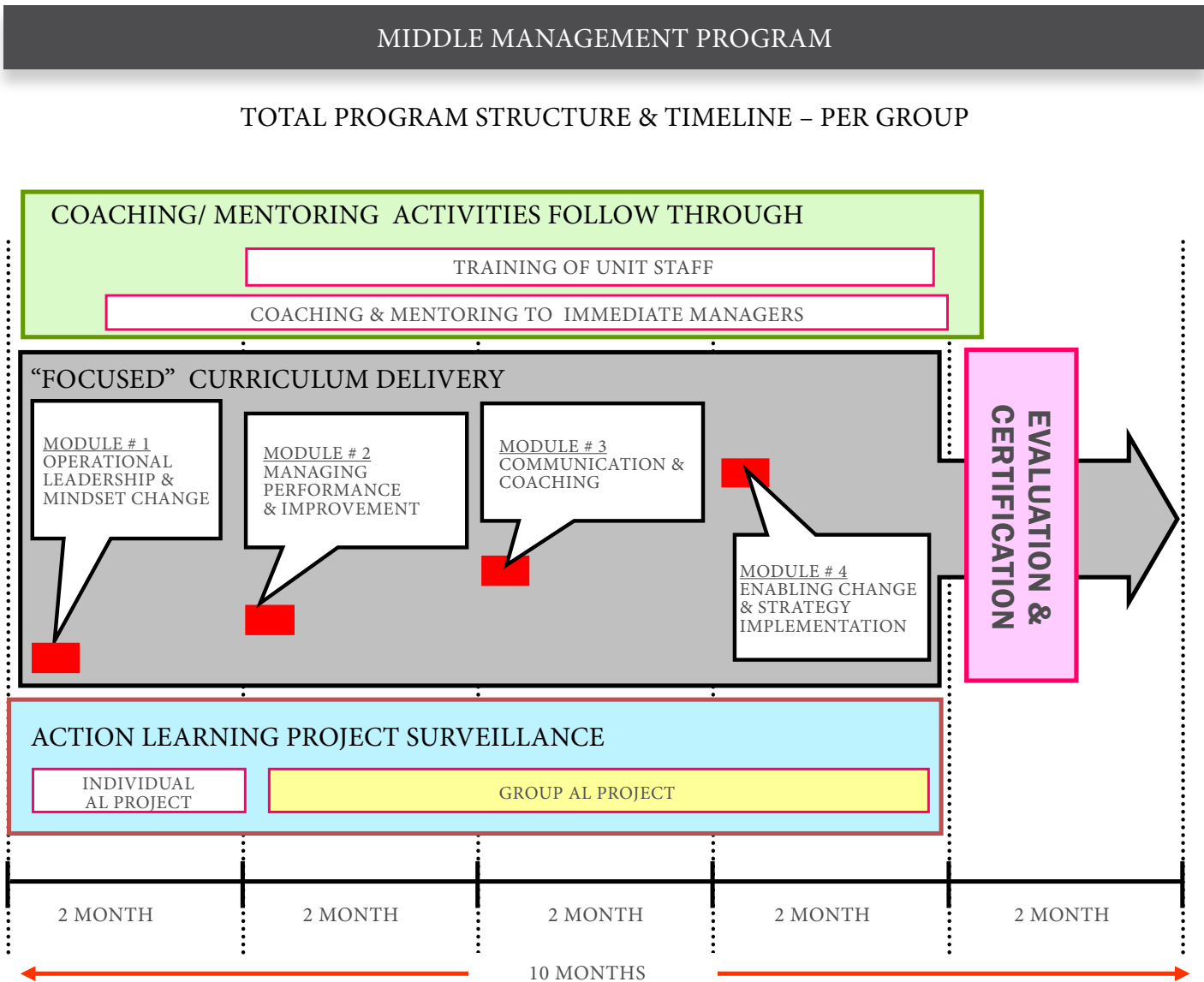
## SENIOR MANAGEMENT PROGRAM

MODULE	DISCIPLINE	CONTENT	DURATION
1.	Leadership & Business Growth	<ul style="list-style-type: none"> <li>- Passion for Excellence &amp; Business Case of Change</li> <li>- Leading vs Managing the Enterprise</li> <li>- Executive Techniques for the Enterprise Leader</li> <li>- Effective Presentations &amp; Papers for Business Growth &amp; Building a Biz. Case</li> <li>- Reflective Learning &amp; Personal Mastery</li> <li>- AL Project Selection &amp; Planning (Leading &amp; Communicating the Growth Agenda)</li> </ul>	5 Days
2.	Strategic Management & Thinking of Business Growth	<ul style="list-style-type: none"> <li>- Finance for Non Finance</li> <li>- Finance for Non Finance &amp; Resource Management</li> <li>- Strategic Management &amp; Business Leadership</li> <li>- Business Risk Management</li> <li>- AL Project Review &amp; Networking</li> <li>- AL Project Selection &amp; Planning (Enhance Organization Strategy)</li> </ul>	5 Days
3.	Leading Innovation & Change for Growth	<ul style="list-style-type: none"> <li>- Leading a High Performance Business Organization</li> <li>- Leading the innovative &amp; Creative Organization</li> <li>- Benchmarking &amp; Improvement</li> <li>- Leading &amp; Managing Organizational Change &amp; Culture</li> <li>- Lean Plantation Concepts</li> <li>- AL Project Review &amp; Networking</li> <li>- AL Project Selection &amp; Planning (Organization Innovation &amp; Change Mgmt Project)</li> </ul>	5 Days
4.	Growing Business thru Entrepreneurship & Negotiated Deals	<ul style="list-style-type: none"> <li>- Customer &amp; Quality Service Management</li> <li>- Stakeholder Management</li> <li>- Entrepreneurship/Intrapreneuership</li> <li>- Leading Productive Negotiation &amp; Deal Making</li> <li>- Writing Reports &amp; Board Papers</li> <li>- AL Project Review &amp; Networking</li> <li>- AL Project Selection &amp; Planning (Entrepreneur &amp; Biz Growth based Project)</li> </ul>	5 Days
5.	Leading to Grow the Business Globally	<ul style="list-style-type: none"> <li>- Becoming a Global Player</li> <li>- Managing Cultural Sensitivity &amp; Global Dealings</li> <li>- Leadership &amp; Code of Ethics</li> <li>- Executive Techniques for Global Leadership</li> <li>- The World is Flat</li> <li>- AL Project Review &amp; Networking</li> <li>- AL Project Selection &amp; Planning (Overseas Venture/ Partnership Project)</li> </ul>	5 Days

# PROGRAM 2

## MIDDLE MANAGEMENT PROGRAM

10 Months Program which consists of; a focused curriculum based upon 4 modules, “Action Learning” Project Surveillance which consist of Individual & group Action learning Projects and is aided by Coaching and Mentoring Activities. In the last 2 months the candidate is evaluated and awarded certification upon completion.



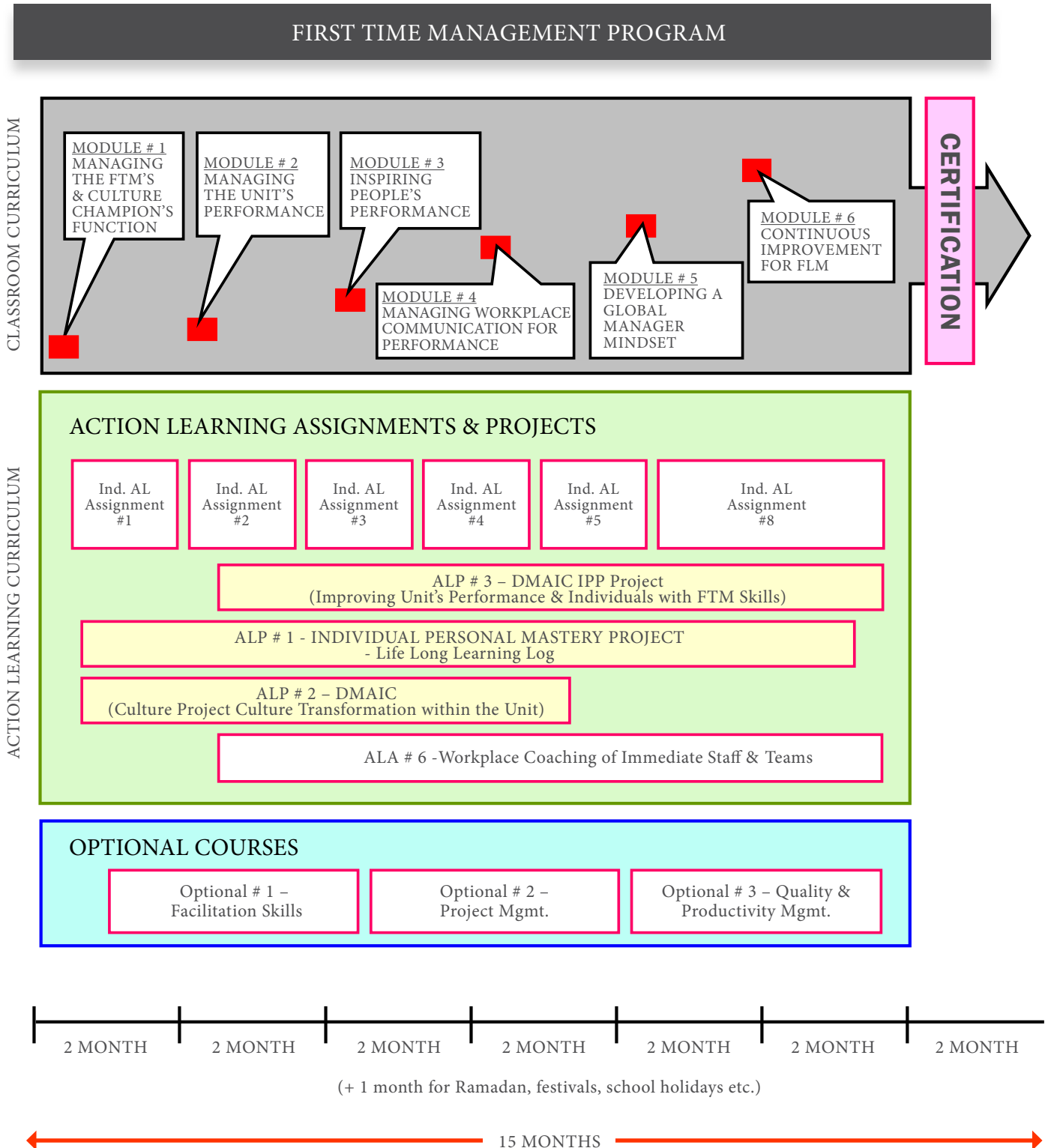
## MIDDLE MANAGEMENT PROGRAM

MODULE	DISCIPLINE	CONTENT	DURATION
1.	Operational Leadership & Mindset Change	<ul style="list-style-type: none"> <li>- Leadership Vs Management &amp; Learning Leadership</li> <li>- Leadership &amp; Self Deception</li> <li>- Situational Leadership</li> <li>- The Future Leader</li> <li>- Developing Self-Sharing by SEiF Participants</li> <li>- AL Project Selection &amp; Planning (Leadership Profiling &amp; Personal Learning Plan)</li> </ul>	5 Days
2.	Managing Performance & Improvement	<ul style="list-style-type: none"> <li>- Leading &amp; Managing a High Performance Team</li> <li>- Performance Management System &amp; Balance Scorecard</li> <li>- Managing Individual Performance</li> <li>- Problem Solving &amp; Decision Making Skills</li> <li>- Lean Thinking &amp; Performance Improvement</li> <li>- Team AL Project Selection &amp; Planning (Performance Improvement Project)</li> </ul>	5 Days
3.	Organizational Communication & Coaching	<ul style="list-style-type: none"> <li>- Project Management</li> <li>- Preparing &amp; Presenting Proposals to Sr. Management</li> <li>- Organizational Communication &amp; Interaction</li> <li>- Performance Coaching</li> <li>- Innovation &amp; Organizational Creativity</li> <li>- AL Project Planning</li> </ul>	5 Days
4.	Enabling Change & Strategy Implementation	<ul style="list-style-type: none"> <li>- Leading &amp; Managing Organizational Change</li> <li>- Strategy Management &amp; Implementation</li> <li>- Flawless Execution</li> <li>- Managing Time Stress &amp; Priorities</li> <li>- AL Project Presentation &amp; Assessment</li> <li>- AL Project Review &amp; Networking</li> </ul>	5 Days

# PROGRAM 3

## FIRST TIME MANAGEMENT PROGRAM

A 15 Months Program which is built upon a “focused curriculum” based upon 6 modules, 6 Individual assignments and 3 “Action Learning Projects”. The candidate is also provided an opportunity to pursue with 3 optional courses.



## FIRST TIME MANAGEMENT PROGRAM

MODULE	DISCIPLINE	CONTENT	DURATION
1.	Managing The “First Line Manager” & Culture Champion Function	<ul style="list-style-type: none"> <li>- Know your Job</li> <li>- Know Your Company</li> <li>- Know Your Company Culture</li> <li>- Know Your Self</li> <li>- Developing FLM Capabilities</li> <li>- Individual ALP On Life Learning Long</li> <li>- Individual ALP on Manager’s Role Improvement</li> </ul>	2 Months
2.	Managing The Unit’s Performance	<ul style="list-style-type: none"> <li>- Performance Extra-Ordinary</li> <li>- People Extra – Ordinary</li> <li>- Managing Essential Resources</li> <li>- DMAIC &amp; Leading People Performance</li> <li>- Individual ALP On Life Learning Long</li> <li>- Individual ALP on “Planning &amp; Managing “ Capability”</li> </ul>	2 Months
3.	Inspiring People Performance	<ul style="list-style-type: none"> <li>- Performance Management System</li> <li>- Workplace Coaching</li> <li>- Managing &amp; Developing Talents</li> <li>- Managing Difficult Performers</li> <li>- Effective Delegation &amp; Line Management</li> <li>- Conducting 9 Box Talent Assessment of the Unit</li> <li>- Developing Individual Learning &amp; Improvement plans</li> </ul>	2 Months
4.	Managing Workplace Communication for Performance	<ul style="list-style-type: none"> <li>- Workplace communication</li> <li>- EQ &amp; Effective Communication</li> <li>- Building Workplace Relationships</li> <li>- Managing Interactions</li> <li>- Visual Management &amp; Communication</li> <li>- Implement a Improved “ Communication System”</li> <li>- Lead a 3I Session for the Unit</li> </ul>	2 Months
5.	Developing A Global Leader Manager Mindset	<ul style="list-style-type: none"> <li>- International Business</li> <li>- Global Marketing</li> <li>- Technology &amp; Innovations</li> <li>- Developing Competitive Workplace</li> <li>- Managing Sustainability</li> <li>- Undertake and complete a “ Learning Journey” Project with Sr. Management Presentation</li> </ul>	2 Months
6.	Continuous Improvement For FLM	<ul style="list-style-type: none"> <li>- Redesigning &amp; Enriching Jobs</li> <li>- Quality Management</li> <li>- Improving Beyond the EMM Program</li> <li>- Marketing Self &amp; Continuous Growth</li> <li>- Preparing For Graduation</li> <li>- Writing of Personal Resume &amp; Growth Plan</li> </ul>	2 Months

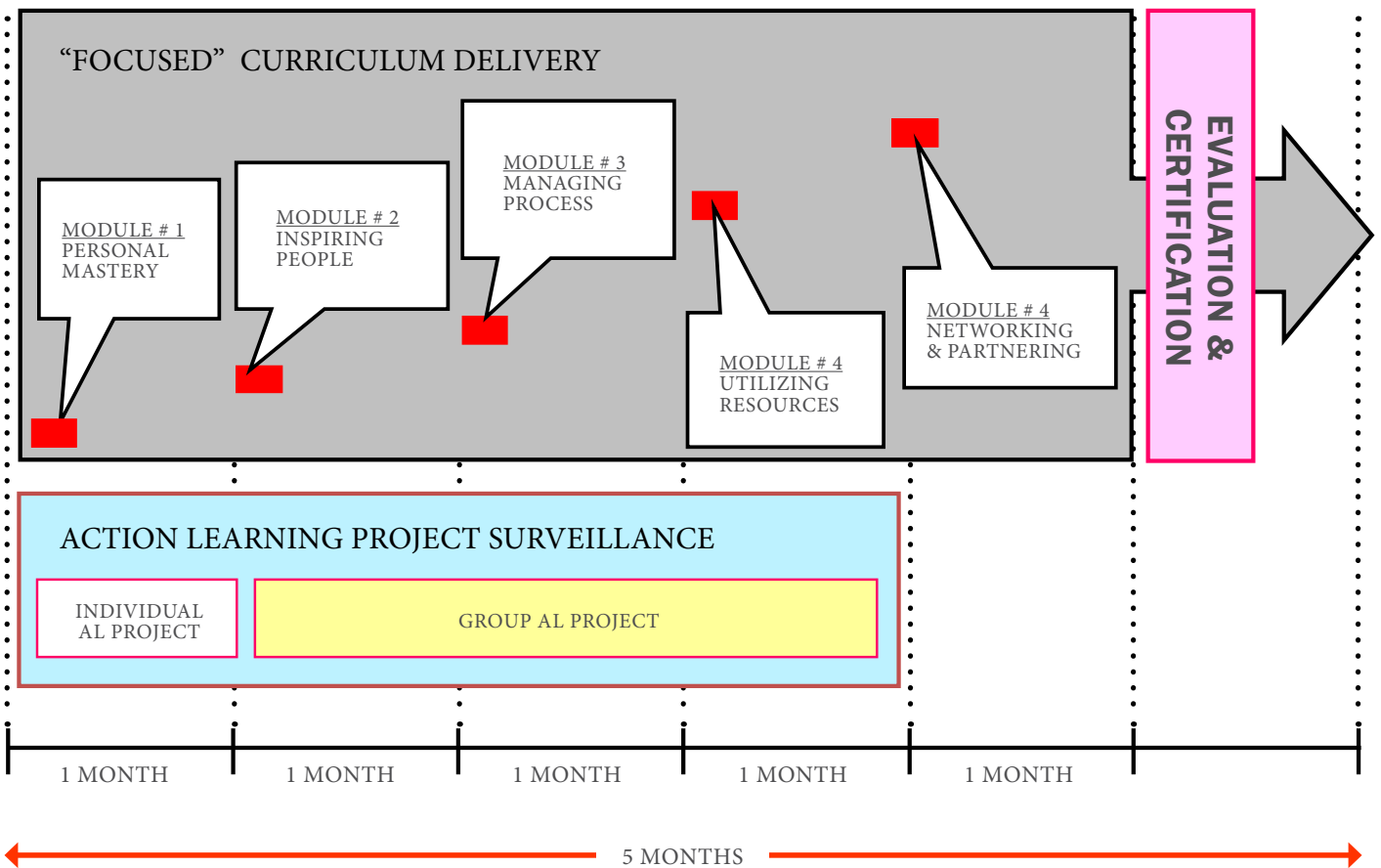
# PROGRAM 4

## SUPERVISOR DEVELOPMENT PROGRAM

A 5 months Program which comprises of a focused curriculum of 5 modules, An Individual & Group Action Learning Project under Action Learning Surveillance. The candidate is evaluated and awarded certification upon successful completion.

### SUPERVISOR DEVELOPMENT PROGRAM

#### TOTAL PROGRAM STRUCTURE & TIMELINE – PER GROUP



## SUPERVISOR DEVELOPMENT PROGRAM

MODULE	DISCIPLINE	CONTENT	DURATION
1.	Personal Mastery	<ul style="list-style-type: none"> <li>- Life Long Learning</li> <li>- Supervisor Roles &amp; Responsibility</li> <li>- The Sandwich /Door Hinge Effect</li> <li>- Overcoming Resentment</li> <li>- Technological Leadership Role</li> </ul>	3 days Workshop  1 Month Action Learning Project
2.	Inspiring People	<ul style="list-style-type: none"> <li>- Understanding Performance &amp; Extra Ordinary Performance</li> <li>- Inspiring Performance</li> <li>- Inspiring People &amp; Performance</li> <li>- Understanding Motivation</li> <li>- Leading Vs Managing</li> </ul>	3 days Workshop  1 Month Action Learning Project
3.	Managing Process	<ul style="list-style-type: none"> <li>- Understanding Processes and Workflow</li> <li>- Quality &amp; Performance</li> <li>- Enabling Work Process Improvement</li> <li>- Leading Work Improvement Teams</li> </ul>	3 days Workshop  1 Month Action Learning Project
4.	Utilizing Resources	<ul style="list-style-type: none"> <li>- Identify Work Place Resources</li> <li>- Think Lean &amp; Waste Elimination</li> <li>- Work Method Study</li> </ul>	3 days Workshop  1 Month Action Learning Project
5.	Networking & Partnering	<ul style="list-style-type: none"> <li>- Understanding People and Diversity &amp; MBIT</li> <li>- Building Teams</li> <li>- Forming Cross Organization Collaboration</li> <li>- Developing Relationship &amp; Partnership</li> </ul>	3 Days  1 Month Action Learning Project



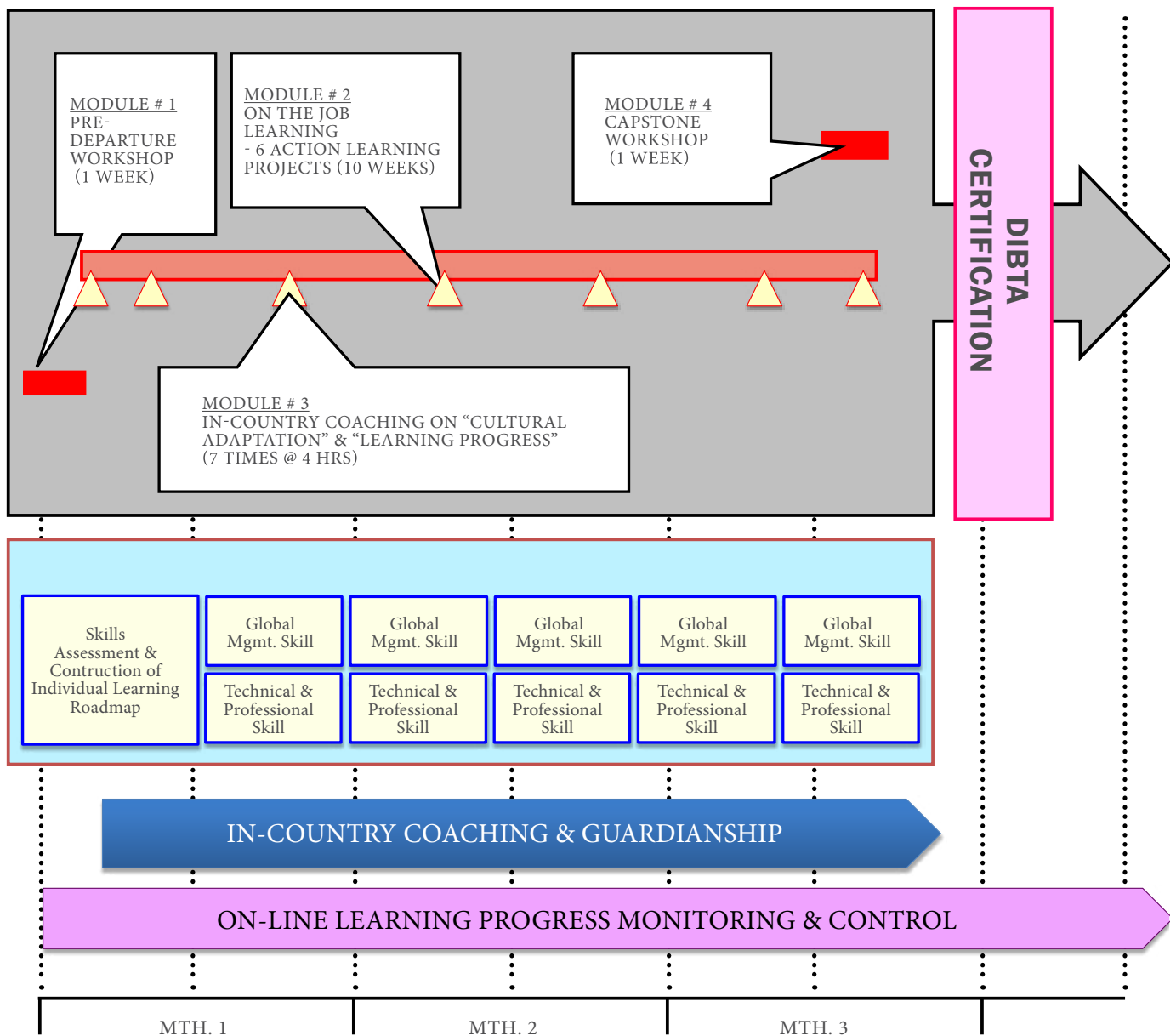
# PROGRAM 5

## GLOBAL TALENT PROGRAM

A 6 months “Certified Global Talent” Program Consist of Training, Learning Journey, Action Learning. A Successful completion of the learning journey will be awarded with DIBTA Certification and upon successful completion of the whole program the candidate will be awarded an International Certification from AEU University.

### GLOBAL TALENT PROGRAM

#### 10 WEEKS “LEARNING JOURNEY” ATTACHMENT



## GLOBAL TALENT PROGRAM

MODULE	DISCIPLINE	CONTENT	DURATION
1.	Pre-Departure Workshop	- 5 days professional workshop with professional assessment , international facilitators & proven toolkits	1 Week
2.	Learning Attachment 6 Action Learning Projects	- 10 weeks of Personalized learning & development, enabled by 6 Action Learning Projects which are supported by structured instructions toolkits for each participants	10 Weeks
3.	In- Country Coaching on “Cultural Adaptation” & “ Learning Progress”	- 7 sessions of 2 hrs coaching each session . Standby 24 hours support for any consequences & assistance	7 Times @ 4hrs
4.	Capstone Workshop	- 5 days After Action Review Workshop on experience sharing , learning correction & achievement reporting	1 Week

# PROGRAM 6

## “4 IN 1” ORGANIZATION PERFORMANCE SYSTEM

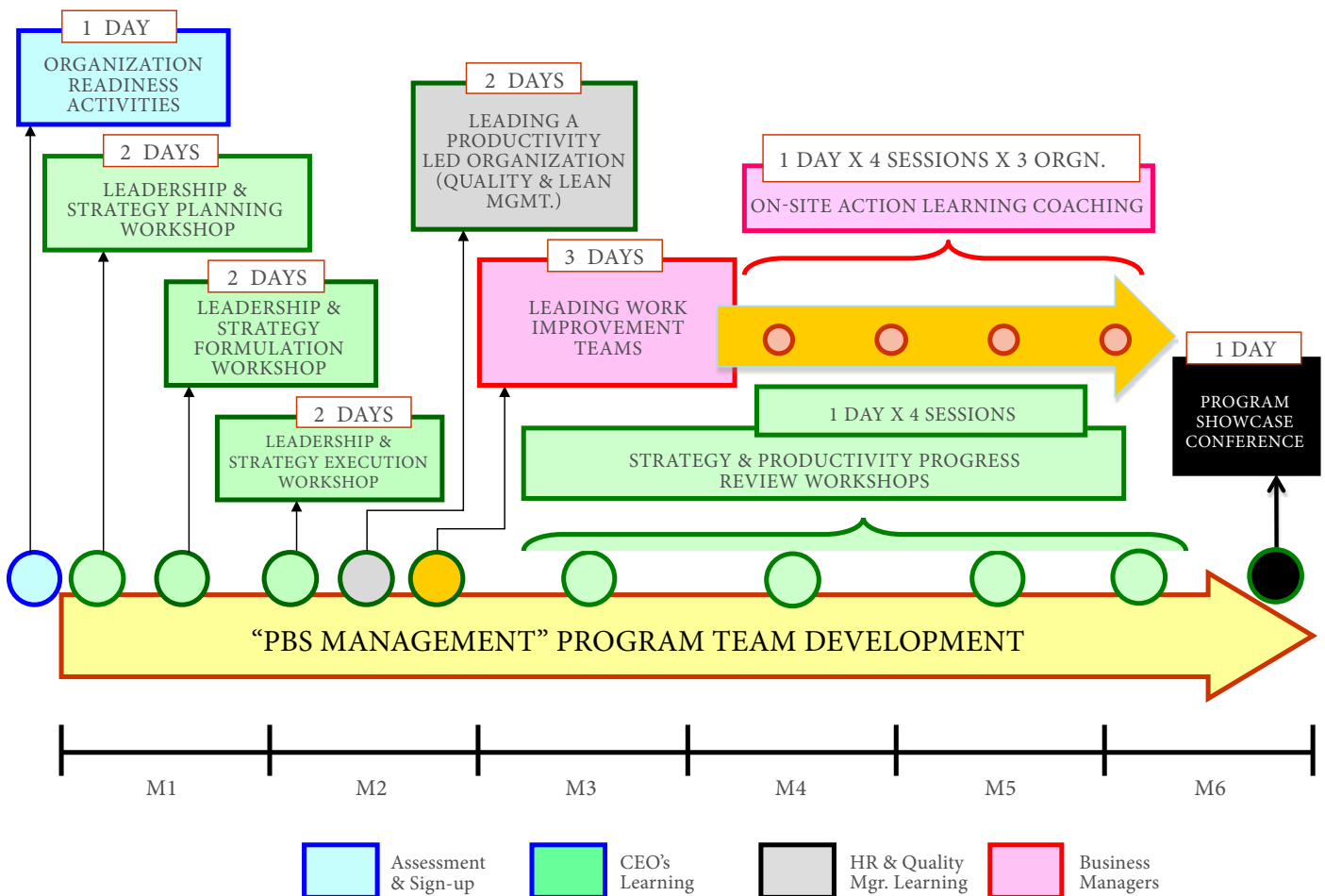
A 6 Month Program designed to train and certify the CEO as “ Certified 4 in 1” Leader to Improve the Total Business Performance based on benchmarking indicators or productivity index of SMEs by Implementing & Institutionalizing the “4 in 1” Organization Performance System through Knowledge and Process Transfer.

### Objectives

- Improve the profitability of the participating organization
- To improve the performance of 3 critical “Productivity Index”
- To initiate the following sub-systems to enable the following Improvements:
  - Business strategy management System
  - Quality & Productivity Improvement based Culture
  - Learning Organization Leadership Capability

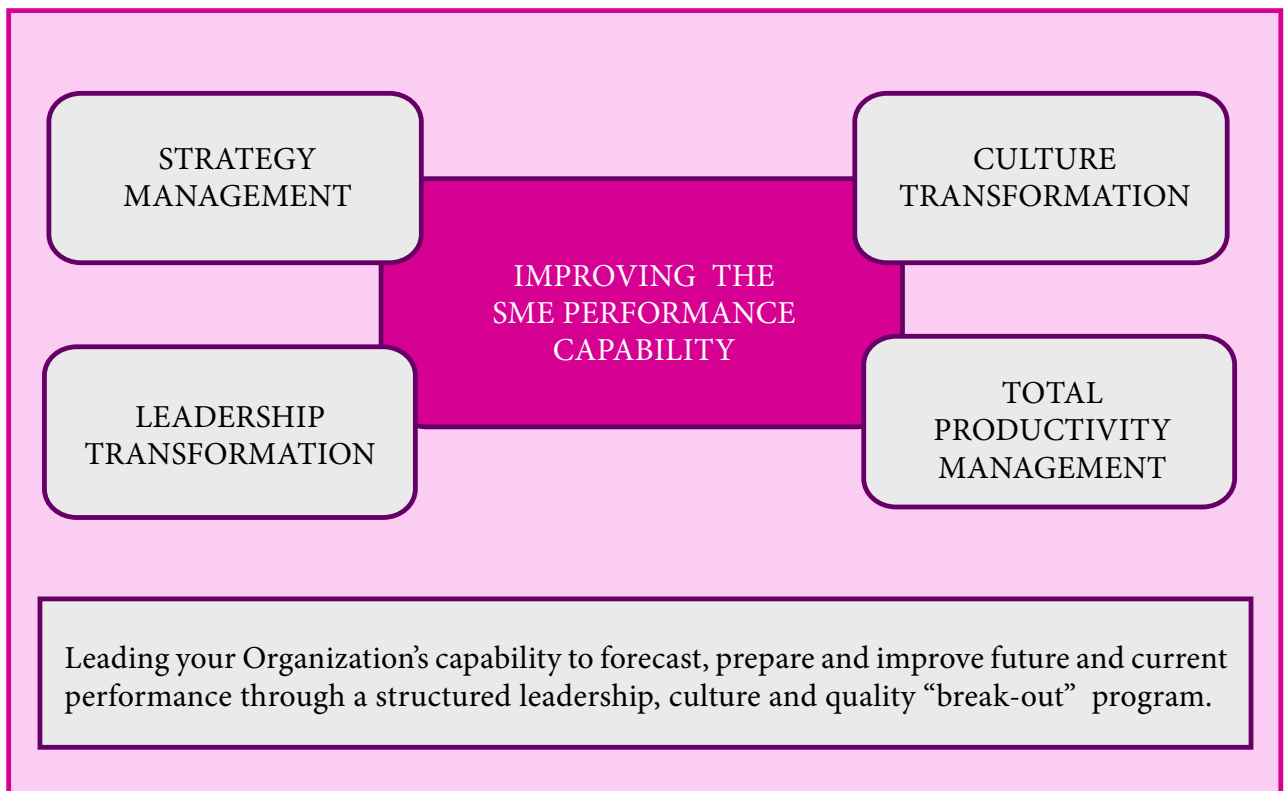
## “4 IN 1” ORGANIZATION PERFORMANCE SYSTEM

11 days of Training & 8 days of Action Learning Coaching



“4 IN 1” ORGANIZATION PERFORMANCE SYSTEM

MODULE	CONTENT	DURATION
1.	Organization Readiness Activities	1 Day
2.	Leadership & Strategic Planning Workshop	2 Days
3.	Leadership & Strategy Execution Workshop	4 Days
4.	Leading a Productivity Led Organization	2 Days
5.	Leading Work Improvement Teams	3 Days
6.	Strategy & Productivity Progress Review Workshops	1 day * 4 secessions
7.	On-site Action Learning Coaching	1 day * 4 secessions * 3 Organizations <sup>9</sup>



# PROGRAM 7

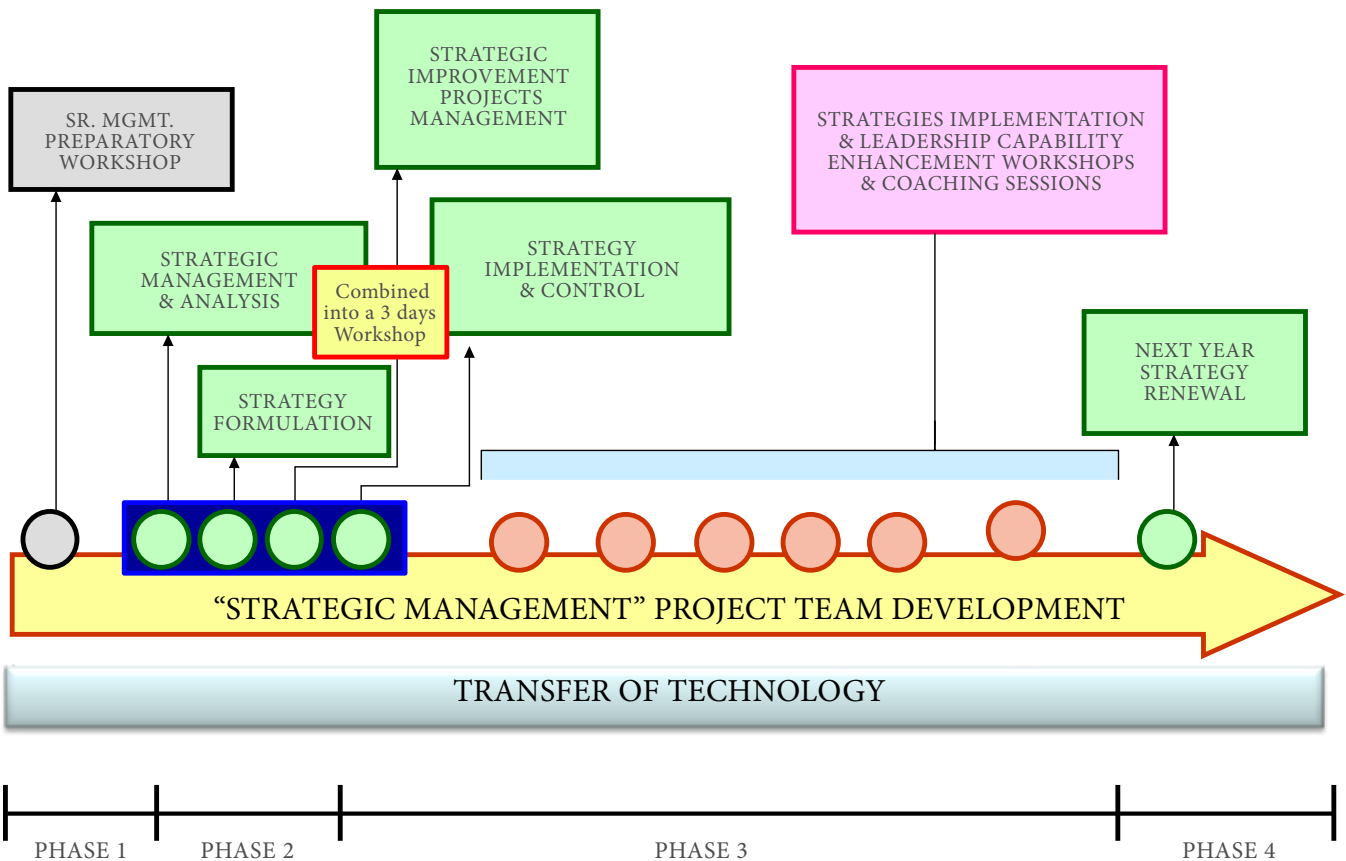
## STRATEGIC MANAGEMENT & LEADERSHIP TRANSFORMATION PROGRAM

This 4 phase program is designed to construct Business Strategies and develop the required “Leadership Team Capability” to successfully manage and implement the Strategies.

The program objectives includes:

- Develop/renew the “Organizational Direction & Strategy”
- Design and develop the “Leadership Culture Blueprint” to enhance the leadership capability of every management staff.
- Champion, communicate and lead the implementation of the various strategic projects by developing their Departmental “Vision Community.”
- Transform and enhance the “Leadership Capability” to support the implementation of the “Strategic Agenda.”

## STRATEGIC MANAGEMENT & LEADERSHIP TRANSFORMATION PROGRAM



**STRATEGIC MANAGEMENT & LEADERSHIP  
TRANSFORMATION PROGRAM**

<b>PHASE</b>	<b>APPROACH</b>	<b>NO. OF WORKSHOP DAYS</b>
1.	Introducing and administering Strategic Needs Tools that will collate vital information that will contribute to SM strategies.	1 Day
2.	Design and develop organizations vision, mission and supporting strategies thru a comprehensive balance scorecard approach with effective implementation and communicative strategies.	3 Days
3.	Workshops, Coaching and Facilitation to ensure Leadership Team develops the required capabilities to enable the strategies implementation.	7 Days