## **CBM Consult 2025 Quarterly Training Programmes**

First (1st) Quarter	r Training	Programm	es
ourse	Date	Fee (GH¢)	

First (1st) Quarte			
Course	Date	Fee (GH¢)	Venue
	February2025		
Defensive Driving for Improved	13 <sup>th</sup> -14 <sup>th</sup>	1,700.00	CSIR Headoffice
Productivity	February		Conference Hall,
			AgSSIP Block.
Professional Telephone and Reception	17 <sup>th</sup> -18 <sup>th</sup>	1,700.00	Dr. Frempong
Skills - How to enhance the face of your	February		Conference
Company			Room,STEPRI
Records Management – Organizing and	19 <sup>th</sup> -21 <sup>st</sup>	2,700.00	Dr. Frempong
Maintaining Company Records and Filing	February		Conference
System Effectively			Room,STEPRI
Work Ethics and the Professional Driver	28 <sup>th</sup> February	850.00	CSIR Headoffice
			Conference Hall,
			AgSSIP Block.
	March 2025		
Effective Organization, Planning and Time	$3^{rd}-4^{th}$	1,700.00	Dr. Frempong
Management	March		Conference
			Room,STEPRI
Leadership and Innovative Management	$10^{th} - 12^{th}$	3,650.00	Coconut Groove
Skills for Women Leaders	March		Hotel
The Driver and the Management of Stress	13 <sup>th</sup> -14 <sup>th</sup>	1,700.00	CSIR Headoffice
and Fatigue	March		Conference Hall,
			AgSSIP Block.
Effective Communication and Report	$17^{th} - 19^{th}$		Dr. Frempong
Writing Skills for Supervisors and	March	2,950.00	Conference
Managers			Room,STEPRI
Managing Office Supplies Inventory	20 <sup>th</sup> -21 <sup>st</sup>	1,800.00	Dr.Frempong
	March		Conference
			Room,STEPRI
Effective Management Skills for	$24^{th} - 27^{th}$	3,800.00	Dr.Frempong
Supervisors and Newly Appointed	March		Conference
Managers			Room,STEPRI
Effective Procurement and Supply Chain	$26^{th} - 28^{th}$	3,650.00	Miklin Hotel
Management	March		

Course	Training Date	Fee (GH¢)	Venue
Course	April 2025	Tee (GII)	Venue
Successful Negotiation, Lobbying and	1 <sup>st</sup> – 3 <sup>rd</sup>	3,650.00	Central Hotel
Influencing Skills	April	-,	
Work Ethics and the Professional Driver	April 4 <sup>th</sup> April	850.00	CSIR Headoffice
	r		Conference Hall,
			AgSSIP Block
Inspirational Leadership and Team	7 <sup>th</sup> - 9 <sup>th</sup>		Central Hotel
Building Skills	April	3,650.00	
Defensive Driving for Improved	10 <sup>th</sup> -11 <sup>th</sup>	1,700.00	CSIR Headoffice
Productivity	April	1	Conference Hall.
·	•		AgSSIP Block
Office Management and Effective	14 <sup>th</sup> -16 <sup>th</sup>	2,700.00	Dr. Frempong
Administration Skills for Administration	April		Conference
Professionals			Room,STEPRI
The Professional Driver and Driving Safely	24 <sup>th</sup> -25 <sup>th</sup>	1,700.00	CSIR Headoffice
in Different Driving Environments and	April		Conference Hall
Weather Conditions			AgSSIP Block
	May 2025 5 <sup>th</sup> - 8 <sup>th</sup>		
Effective Leadership and People		4,500.00	Coconut Groove
Management Skills	May 7 <sup>th</sup> –9 <sup>th</sup>		Hotel
Facilities Management	7 <sup>th</sup> -9 <sup>th</sup>	2,850.00	Dr. Frempong
ē	May	1	Conference
	Ĭ		Room, STEPRI
Team Building Skills for Managers and	12 <sup>th</sup> -14 <sup>th</sup>	3,650.00	Coconut Groove
Supervisors	May	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Hotel
The Driver and the Management of Stress	14 <sup>th</sup> -15 <sup>th</sup>	1,700.00	CSIR Headoffice
and Fatigue	May	,	Conference Hall.
			AgSSIP Block
Effective Warehouse Management-	14 <sup>th</sup> – 16 <sup>th</sup>	2,850.00	Dr. Frempong
Design, Techniques and Operations	May	_,	Conference
Besign, reeminques una operations	11200		Room,STEPRI
Advanced Management Skills for Modern	20 <sup>th</sup> -23 <sup>rd</sup>	4,500.00	Central Hotel
Managers		.,500.00	Commun Trotor
Effective Customer Experience	May 26 <sup>th</sup> - 28 <sup>th</sup>	3,650.00	Coconut Groove
Management (CXM)		3,030.00	Hotel
Defensive Driving for Improved	May 29 <sup>th</sup> - 30 <sup>th</sup>	1,700.00	CSIR Headoffice
Productivity	May	1,700.00	Conference Hall.
Troductivity	iviay		AgSSIP Block
			rigoon block
	June 2025		
Manpower Succession and Planning - The	2 <sup>nd</sup> -4 <sup>th</sup>	3,650.00	MJ Grand Hotel
Challenges of Leadership Transition	June	5,050.00	Grand Poter
Professionally Driving Corporate Executives	5 <sup>th</sup> – 6 <sup>th</sup>	1,700.00	CSIR Headoffice
and VIPs	June	1,730.00	Conference Hall.
	Juile		AgSSIP Block
Proactive Defensive Driving Course	12 <sup>th</sup> -13 <sup>th</sup>	1,700.00	CSIR Headoffice
roactive Detensive Driving Course	June	1,700.00	Conference Hall,
	Juic		AgSSIP Block
Effective Supervisory Skills	16 <sup>th</sup> –18 <sup>th</sup>	3,650.00	Central Hotel
Effective Supervisory Skills		3,030.00	Central Hotel
	June 18 <sup>th</sup> –20 <sup>th</sup>	2.050.00	D. F.
Inventory Management Best Practices		2,850.00	Dr. Frempong
	June		Conference
			Room,STEPRI
Office Skills Development for Executive	23 <sup>rd</sup> -25 <sup>th</sup>	2,650.00	Dr. Frempong
Assistants, Administration Assistants and	June		Conference
Personal Assistants			Room,STEPRI
Work Ethics and the Professional Driver	26 <sup>th</sup> June	850.00	CSIR Headoffice
			Conference Hall,
			AgSSIP Block

<sup>\*</sup> Fee covers meals, tuition, all written materials and certificates. It excludes NHIL and other levies. Details of the programmes can be found at www.cbmconsultltd.com

<sup>\*</sup> Tentative Venues

## **CBM Consult 2025 Quarterly Training Programmes**

Third (3<sup>rd</sup>) Quarter Training Programmes

, , , -	ing rrogi		
Course	Date	Fee (GH¢)	Venue
T COLUMN (AD)	July 2025		1
Leveraging Artificial Intelligence (AI) in	$2^{nd}-5^{th}$	17.050.00	Peduase Valley
Leadership, Decision-Making and Policy	July	17,950.00	Resort
Formulation			
Providing World Class Customer Service	9 <sup>th</sup> – 11 <sup>th</sup>	2,750.00	Dr. Frempong's
	July		Conference
	-		Room, STEPRI
Multitasking, Prioritizing and Dealing	14 <sup>th</sup> – 16 <sup>th</sup>	2,850.00	Dr. Frempong's
with Procrastination to Achieve More with	July	_,	Conference
your Time	July		Room,STEPRI
	16 <sup>th</sup> – 18 <sup>th</sup>	4,500.00	Coconut Groove
Effective Leadership and People		4,500.00	
Management Skills	July 23 <sup>rd</sup> - 25 <sup>th</sup>		Hotel
Championing a Culture of Mental Health		3,650.00	Central Hotel
and Well-being at the Workplace-The	July		
Role of the 21st Century Leader			
Managing Office Supplies Inventory	$28^{th} - 29^{th}$	1,800.00	Dr. Frempong
	July	,	Conference
	July		Room,STEPRI
			Koom, STETKI
	August 2025		
Team Building Skills for Managers and	6 <sup>th</sup> -8 <sup>th</sup>	3,650.00	Coconut
Supervisors	August	, , , , , , , , , , , , , , , , , , , ,	Groove Hotel
Records Management - Organizing and	11 <sup>th</sup> –13 <sup>th</sup>	2,950.00	Dr. Frempong
Maintaining Company Records and Filing	11 15	2,750.00	Conference
System Effectively	August		
	a o th		Room,STEPRI
Effective Communication and Report	13 <sup>th</sup> -15 <sup>th</sup>	2,950.00	Dr. Frempong
Writing Skills for Supervisors and	August		Conference
Managers			Room,STEPRI
Effective Leadership and Managerial Skills	$18^{th} - 21^{st}$	4,500.00	Coconut
	August		Groove Hotel
	20th –22nd		Dr. Frempong
Facilities Management	August	2,850.00	Conference
	_		Room,STEPRI
Effective Warehouse Management-Design,	$25^{th} - 27^{th}$		Dr. Frempong Conference
Techniques and Operations	August	2,850.00	
reciniques una operations			Room,STEPRI
	September 2025		
Advanced Management Skills for Modern	2 <sup>nd</sup> -5 <sup>th</sup>	4,500.00	
		4,500.00	Central Hotel
Managers	September	1.700.00	CCIP
Defensive Driving for Improved	$8^{th}-9^{th}$	1,700.00	CSIR
Productivity	September		Headoffice
			Conference room
Inventory Management Best Practices	$10^{th} - 12^{th}$	2,850.00	Dr. Frempong
	September		Conference
			Room,STEPRI
Effective Customer Experience	15 <sup>th</sup> – 17 <sup>th</sup>	3,650.00	Coconut
		3,030.00	
Management (CXM)	September 24 <sup>th</sup> – 26 <sup>th</sup>	2.650.00	Groove Hotel
Championing a Culture of Mental Health	2. 20	3,650.00	Central Hotel
and Well-being at the Workplace-The Role	September		Celiuai Hotel
of the 21st Century Leader			
•	•	•	•

Fourth (	4th)	Quarter	Training	<b>Programmes</b>

Course	Date	Fee (GH¢)	Venue
Course	October 2025	ree (Gn¢)	venue
		• 0 • 0 0 0	
	6 <sup>th</sup> – 8 <sup>th</sup>	2,850.00	Dr. Frempong
Multitasking, Prioritizing and Dealing with	October		Conference
Procrastination to Achieve More with your			Room,STEPRI
Time			
Successful Negotiation, Lobbying and	$8^{th} - 10^{th}$	3,650.00	Central Hotel
Influencing Skills	October		
Leveraging Artificial Intelligence (AI) in	15 <sup>th</sup> -18 <sup>th</sup>		Peduase Valley
Leadership, Decision-Making and Policy	October	17,950.00	Resort
Formulation			resort
The Driver and the Management of Stress	23 <sup>rd</sup> -24 <sup>th</sup>	1,700.00	CSIR
and Fatigue	October	,	Headoffice
•			Conference
			Hall, AgSSIP
			Block.
	November 2025		
Providing World Class Customer Service	$3^{\text{rd}} - 5^{\text{th}}$	2,750.00	Dr. Frempong
<i>g</i>	November	,	Conference
			Room,STEPRI
Work Ethics and the Professional Driver	7 <sup>th</sup>	850.00	CSIR
	November		Headoffice
	11010111001		Conference
			Hall, AgSSIP
			Block.
Effective Communication and Report	12 <sup>th</sup> – 14 <sup>th</sup>	2,950.00	Dr. Frempong
Writing Skills for Supervisors and	November	2,930.00	Conference
Managers	November		Room,STEPRI
<u> </u>	19 <sup>th</sup> – 21 <sup>st</sup>	3,650.00	Coconut
Leadership and Innovative Management		3,030.00	0.0000000000000000000000000000000000000
Skills for Women Leaders	November		Groove Hotel
Skins for women Leaders	november		Gloove Hotel

<sup>\*</sup> Fee covers meals, tuition, all written materials and certificates. It excludes NHIL and other levies. Details of the programmes can be found at www.cbmconsultltd.com

<sup>\*</sup> Tentative Venues