

Bangladesh Petroleum Institute (BPI)

Proposed list of Training Courses for 2018–2019

Training Courses:

Sl. No.	Course Title / Topic	Duration	Tentative Time
1.	Foundation Course on Oil, Gas & Mineral Resource Sector	8 weeks	To be fixed later
2.	APA Performance Monitoring, Evaluation & Related Topics	05 days	05-09 August 2018
3.	Material Engineering Codes & Standards	05 days	05-09 August 2018
4.	Taxation and Vat Management	10 days	09-20 September 2018
5.	Public Procurement Act & PPR - 2008	05 days	16-20 September 2018
6.	Project Management	10 days	30 September – 11 October 2018
7.	Handling of Disciplinary Cases and Conducting Departmental Inquiry	05 days	14-18 October 2018
8.	Welding and Non Destructive Testing (Jointly with AEC)	05 days	21-25 October 2018
9.	Plant Operation and Maintenance (Jointly with TICI)	10 days	21 October – 01 November 2018
10.	Financial Management [Auditing & Budgeting]	10 days	04-15 November 2018
11.	Occupational Safety, Health & Environmental Management	05 days	11-15 November 2018
12.	Inventory Control and Store Management	05 days	25-29 November 2018
13.	Gas Network Analysis	05 days	02-06 December 2018
14.	Storage Handling and Maintenance of POL Products and Aircraft Refueling	06 weeks	As mentioned by BA
15.	Fire Fighting, First Aid and Rescue Operation	03 days	18-20 December 2018
16.	Design, Construction, Operation and Maintenance of Gas Pipeline	10 days	30 December 2018 – 10 January 2019
17.	Corrosion Control and Cathodic Protection	05 days	20-24 January 2019
18.	Techniques of Presentation Skill	03 days	03-05 February 2019
19.	Sustainable Development Goal (SDG)	03 days	26-28 February 2019
20.	Supply Chain Management	10 days	10-21 January 2019
21.	Good Governance & HRM	05 days	10-14 March 2019
22.	Office Management	05 days	31 March – 04 April 2019
23.	Labor Law and Human Rights	05 days	07-11 April 2019
24.	Essential Managerial Skill & Techniques	05 days	21-25 April 2019
25.	Conflict and Stress Management	05 days	05-09 May 2019

Contd....2

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

Proposed list of Workshop for 2018–2019

Workshops:

Sl. No	Workshop Title / Topic	Duration	Tentative Date
1.	Annual Confidential Report (ACR) Writing	01 day	30 August 2018
2.	তথ্য অধিকার আইন- ২০০৯	01 day	13 September 2018
3.	Annual Performance Agreement (APA)	02 days	17-18 February 2019
4.	Innovative Idies and Skills	02 days	13-14 March 2019
5.	Annual Confidential Report (ACR) Writing	01 day	20 March 2019
6.	National Integrity Strategy (NIS)	01 day	06 May 2019







