

CHYQAT-FORMATION

2018

Web site: www.chyqat-formation.com

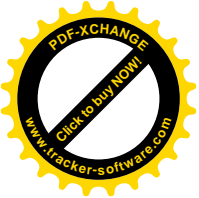
RC: 203755 - PATENTE: 32272185 - IF: 40114063 - N° CNSS: 8137194

Adress: 39 AVENUE LALLA YACOUT 5^{ème} Etage Apt « D » Casablanca - Maroc

Tel – imo – viber – whatsapp - dingtone: 00212 622 319 449 – Facebook: [chyqat-formation](https://www.facebook.com/chyqat-formation)

GSM: 00212 670 443 138 - 00212 681 251 925 – Fax : 00212 522 272 878

Email: contact@chyqat-formation.com / chyqat@chyqat-formation.com / Skype : [chyqat.sarl](https://www.skype.com/user/chyqat.sarl)



SUMMARY ENTITLED TRAINING MODULES

- Module 1- * PORT MANAGEMENT - MARITIME TRANSPORT
- Module 2- * MINING TECHNIQUES
- Module 3- * OIL AND PETROLEUM PRODUCTS
- Module 4- * MANAGEMENT OF PUBLIC MARKETS
- Module 5- * MANAGEMENT OF PROJECTS & DEVELOPMENT PROGRAMS
- Module 6- * DECENTRALIZATION, LOCAL DEVELOPMENT & URBAN MANAGEMENT
- Module 7- * DIRECTORATE ASSISTANCE & SECRETARIAT
- Module 8- * COMMUNICATION - TELECOMMUNICATION-MARKETING & COMMERCIAL DEVELOPMENT
- Module 9- * HR & PERFORMANCE OF ORGANIZATIONS
- Module 10- * BUDGET - BUDGET & MANAGEMENT CONTROL - AUDIT
- Module 11- * INVESTMENT
- Module 12- * BANK - INSURANCE - RECOVERY
- Module 13- * PUBLIC GOVERNANCE -PRIVATE AND SECTORAL POLICIES
- Module 14- * MICROFINANCE & RURAL DEVELOPMENT
- Module 15- * TRANSPORT - LOGISTICS - ROADS-PUBLIC WORKS
- Module 16- * ICT & INFORMATION SYSTEMS - COMPUTER PROJECT - DATABASES
- Module 17- * ENVIRONMENT - AGRICULTURE & SUSTAINABLE DEVELOPMENT
- Module 18- * COMPUTER-ASSISTED MAPPING AND GEOGRAPHICAL INFORMATION SYSTEM
- Module 19- * AIRPORT PORT - INFRASTRUCTURE
- Module 20- * PUBLIC RELATIONS - PROTOCOL
- Module 21- * PHOTOVOLTAIC SOLAR ENERGY - SOLAR THERMAL ENERGY - ENERGYPERFORMANCE
OF THE BUILDING
- Module 22- * LABOR MEDICINE AND INTERNAL HEALTH STRUCTURE - HYGIENE AND
SAFETY AT WORK
- Module 23- * TELEVISION
- Module 24- * LEGAL
- Module 25- * QUALITY
- Module 26- * SECURITY
- Module 27- * INDUSTRIALS RISKS
- Module 28- * ENVIRONNEMENTAL SECURITY
- Module 29- * INTELLIGENT MANAGEMENT & GEOSTRATEGY
- Module 30- * MANAGEMENT OF PERSONNEL
- Module 31- * MANAGEMENT AND PERFORMANCE
- Module 32- * UNDER REGIONAL SEMINARS

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WHO ARE WE?

A growth in constant increase, resources always more important, a demography in full expansion, Africa is a continent of opportunity or the Best is yet to come and our ambition, those of our associates and myself is to provide our partners the expertise that will ensure the security of their Investments and the development of their societies through the development of Human capital.

Our Cabinet established in 2009 by African professionals, and had for Social reason the acting appointment and the Council in human resources. In 2011 was created in Casablanca in Morocco a directorate dedicated to training. In effect our collaborations have led us to make the observation that our partners revealed an excellent professional quality, but also wanted to improve their skills, strengthen their capacity, and deepen their skills.

Our modules of the training both theoretical and practical, allow us to participate in the achievement of the development strategies of our customers partners, we note also that our modules are addressed to the whole of the components of our partners, the assistance of directions to the top management.

We accompany also our partners in the definition and implementation of development strategies and the deployment of management systems and tools of human resources.

OPONDJI BONI OMER
DIRECTOR



TIE BI GUY ANDERSON
Consultant Manager Senior



OKEI HUBERT
Commercial Director



MIKE ACHI
Service Tech Director



OUR APPROACH

Of all investments, human investment is the most profitable, and of all axes of development, the human axes are the most bearers.

That is why our training courses are not simple teaching but rather an accompaniment to perfect the skills through:

- contribution of know
- contribution of know be
- contribution of know-how

Our clients associate to us in the establishment of the plans of actions to means and long terms, knowing that actions of training and advice, if they want to be effective, must duration on the time.

Of the rest, our training and our accompaniment may take place in Casablanca in Morocco or in another country at the choice of the customer. Similarly, outside of the modules that are listed on our catalog, our offer also includes training in the application.

Finally our team composed of several experts, is at your disposal for both animate formations, that to accompany you in the development of your training engineering, as well as your plans for communication and of investment.



IMANE ALAOU
GENERAL SECRETARY



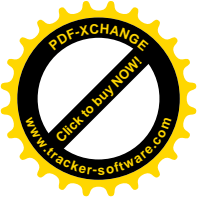
ALBERT GARGAR
SUPERVISOR WEST AFRICA



ABDOULAYE DIALLO
REPRESENTANT GUINEE
Adresse : Carrefour Kipé-centre émetteur
Commune de Ratoma. Conakry 781, Guinée
Tel : +224 662 835 546 / +224 626 416 336



ABDOULAYE TOURE
Director West Africa
tel : +225 04 90 50 51
+225 08 09 60 79



CORPORATE CULTURE

Our culture, this is our collaborators: That is why the values of our cabinet are defined by the whole of our consultants who wish to stamp their mark on the future of our society.

These values represent the good balance between the individual values, professional, and managerial which reflect our cabinet. The excellence and the quality of our services, our approach is the team works preferred in all phases and on all projects, and are our niches to succeed our formations.

The commitment of training CHYQAT-FORMATION toward its customers, aims to achieve the benefits of council to very strong value added.

Our independence allows us to guarantee the objectivity of our recommendations.

As well, we seek to build with our customers, a relationship of trust and bring them, outside of the projects carried out in the framework of our missions, one-time assistance, a council, a look outside, or a return of experience on the issues they are facing.

OUR TEAM

CHYQAT-FORMATION training is led by a dynamic and competent team: It employment of African professionals (Sub-Saharan Africa - Moroccans and expatriates) experienced, who are able to respond to the needs and requirements of the partner companies.

Our team also has a perfect knowledge of men and the market of capacity building.

Even our team has the duty to pay particular attention to the satisfaction of the whole of our customers that is why it will be for us a charter of values to ensure the benefits of the quality.

Has our pedagogical expertise, we associate a real know how, synonymous with guarantee and performance.

POLE COUNCIL

We intervene on varied issues through a wide network of experts, our consultants have behind them several years of experience in the Council and they bring to our partners pragmatic solutions adaptable and applicable to their businesses.

POLE training and strengthening of capacity all of our stakeholders have a proven experience of the company that made them recognized experts in their field of intervention (management, finance, industry, environment,).

Our interventions are calls to techniques of coaching and pedagogy, certified for a result guarantees for the trainee, as for the company. Improve skills, strengthen capacity, and deepen the skills is our mission.

GENERAL CONDITIONS FOR SALES AND PARTICIPATION IN TRAINING OUR TRAINING OFFERS

12 days:.....Certificate of Comprehension Theoretical contribution, Case study, Practical exercises
15 days:Professional certificate Theoretical input, Case study, Practical exercises, Drafting of an action plan
21-30 days :.....Certificate of aptitude Professionnal, Cycles Responsibles

Ø Our courses are taught:

At any date chosen by the client, however, they must be ordered at least four (4) weeks before the start of the training.

Ø OUR TARIFFS: They are standard at all the training centers, but they vary according to the number of participants, the assumption of the accommodation by the Cabinet or by the partner.

NB: The accommodation-lunches-diners are taken care of the day before the start of the training until the departure of the recipient.

NB: For trainings outside Morocco we will send you a quotation upon receipt of your order.

Ø GENERAL CONDITIONS OF PARTICIPATION

The participant can only take the training if the registration fees are received by our firm, or if the participant has proof of payment: transfer order to the account of.....

Ø Intra trainings and accompanying missions: the payment must be made as follows: 70% to the order before the travel of our experts; 30% at the end of the training or accompanying assignment

NB: if the partner wishes to take care of his expenses of stays (hotels, breakfasts, lunches or dinners), the prices will be reduced by: * 400 Euro per week



1

PORT MANAGEMENT – MARINE TRANSPORTATION MANAGEMENT & SECURITY

Harbor operation, Finance and accounts.

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CPMT*1F	Physical organization of port operations and management of the stopover of a ship	15 days of training
CPMT*2F	Port management: of the productive efficiency to the overall effectiveness and efficiency.	15 days of training
CPMT*3F	Composition and evolution of the models of the performance of the port places as links of chains of logistic chains	15 days of training
CPMT*4F	Management Overall the customer account and mastery of the dashboards in the system for recovery	15 days of training
CPMT*5F	Port competition and strategic management: Methods & indicators of the operation of a modern port.	15 days of training
CPMT*6F	The organization of the commercial services and marketing- instruments for the promotion Management, Security & harbor operation	15 days of training
CPMT*7F	The pollution of the environment in harbor environment: Corrective and Preventive Actions	15 days of training
CPMT*8F	The pollution of the environment in harbor environment: Corrective and Preventive Actions	15 days of training
CPMT*9F	Control the suppliers accounting: the accounting rules, legal and tax	15 days of training
CPMT*10F	Information Systems The port and single window	15 days of training
CPMT*11F	Exploitation of port operations and maritime transport: challenges and issues.	15 days of training
CPMT*12F	Finance for leaders: integrate the financial dimension in the decision making and the development of strategies	15 days of training
CPMT*13F	The exchange of electronic data interchange in the export activities of the countries of the South: The port passages	15 days of training
CPMT*14F	Information Systems The port and single window New Port!	15 days of training
CPMT*15F	Budget, Cash Plan and banking relations	15 days of training
CPMT*16F	Economy & Port Finance	15 days of training
CPMT*17F	Economic intelligence in the port environment	15 days of training
CPMT*18F	Methods and tools of management control in the activities of services (practice suited	15 days of training
CPMT*19F	Excel in the general and analytical accounting of the port sector	15 days of training
CPMT*20F	Port Marketing and Communication	15 days of training
CPMT*21F	The indicators of the port performance and taking account of the importance of service to the hinterland and the logistics	15 days of training
CPMT*22F	Management of public spaces and port decongestion of the new terminals	15 days of training
CPMT*23F	Master the process of preparing and monitoring the budget in the port sector	15 days of training
CPMT*24F	The new role of port authorities in the adaptation of the clusters to the challenges of globalization	15 days of training
CPMT*25F	Logistical issues and competitiveness of sub-Saharan ports	15 days of training
CPMT*26F	Pressure of international constraints & recent mutations of the port governance	15 days of training
CPMT*27F	Pay and allowances of the staff: Optimize your tax operation	15 days of training
CPMT*28F	The commercial space portayer : Marketing Plan-competitiveness-lobbying-sleep-pricing and attractions of the Inters lands	15 days of training
CPMT*29F	Current issues of port policy: the request & the port offers meet the challenges of the prospects for Traffic to the long term	15 days of training
CPMT*30F	Maintenance of port infrastructure- monitoring, maintenance & management of works and Port Equipment	15 days of training
CPMT*31F	The technical tools of management: descriptive statistics, probability and statistical inferences (application has the harbor operation)	15 days of training
CPMT*32F	Management of the port communities: Issues and Prospects inter sectorial	15 days of training
CPMT*33F	Financial officials: control the fundamental for a qualitative management of a port project	15 days of training
CPMT*34F	The management of change within a port community	15 days of training

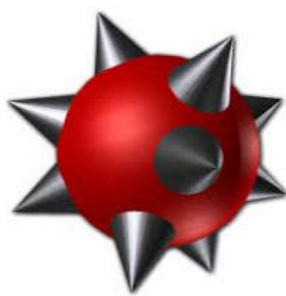
	The Rates By number of participants							
	Duration	1	2	3	4	5	6	More than 6
In session	15 Days	3.890 Euro	3.890 Euro	3.870 Euro	3.650 Euro	3.540 Euro	3.480 Euro	3.310 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

1 Book of news on your theme, mobile phone for communication at lower costs, and many other surprises at the end of the seminar for more than 6 participants

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2.

MINING TECHNIQUES

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CMIT*1W	Mining policy and negotiation of mining contracts	15 days of training
CMIT*2W	Mining Environment & management of mining activities	21 days of training
CMIT*3W	Audit-engineers and pilots of the energy efficiency projects	21 days of training
CMIT*4W	Community negotiation, conflict prevention and crisis communication in the mining sector	15 days of training
CMIT*5W	The State and the mining sector	15 days of training
CMIT*6W	Safety and Environmental Management of a mine to open sky (OLS)	15 days of training
CMIT*7W	Economics and mining taxation	15 days of training
CMIT*8W	Mining Safety - Implementation and control	15 days of training
CMIT*9W	Mining techniques	15 days of training
CMIT*10W	Mining contracts	15 days of training
CMIT*11W	Procedures for the recovery of minerals	21 days of training
CMIT*12W	Impact of mining on the environment	21 days of training
CMIT*13W	Training of Security Officers in Mining	15 days of training
CMIT*14W	The mining economy	15 days of training
CMIT*15W	Mineral Processing	15 days of training
CMIT*16W	Mining management	15 days of training
CMIT*17W	Mining Conventions	15 days of training
CMIT*18W	Chemical processes	15 days of training
CMIT*19W	Thermal processes	15 days of training
CMIT*20W	ISO5001	15 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	More than 6
In session	15 Days	3.880 Euro	3.880 Euro	3.760 Euro	3.580 Euro	3.470 Euro	3.320 Euro	3.210 Euro
In session	21 Days	4.870 Euro	4.870 Euro	4.650 Euro	4.570 Euro	4.440 Euro	4.210 Euro	4.060 Euro

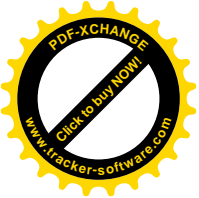
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3.

OIL AND DERIVED PRODUCTS

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CODP*1V	Properties, storage and transfers LPG (Liquefied Petroleum Gas)	12 days of training
CODP*2V	The oil economy & Refining	12 days of training
CODP*3V	Petroleum Governance and Management of hydrocarbons in Africa	12 days of training
CODP*4V	Marketing-Purchasing of Petroleum Products and Structure of Petroleum Prices	21 days of training
CODP*5V	Petroleum contracts - Contracts of subcontracting in the mines	12 days of training
CODP*6V	Design, operation and maintenance of the equipment in the petroleum deposits	12 days of training
CODP*7V	Exploitation of petroleum deposits	12 days of training
CODP*8V	Petroleum products and The exploitation of oil deposits	15 days of training
CODP*9V	Gas Technology	21 days of training
CODP*10V	The design, operation, and maintenance of petroleum equipment	21 days of training
CODP*11V	Research and exploitation of hydrocarbons	21 days of training
CODP*12V	Transportation of petroleum products and Transportation of dangerous goods	21 days of training
CODP*13V	The transport of liquid by pipeline	15 days of training
CODP*14V	Management of losses in oil depots	15 days of training
CODP*15V	The exploitation of oil platforms	15 days of training
CODP*16V	The oil economy	12 days of training
CODP*17V	The economy of refining	15 days of training
CODP*18V	Training of petroleum terminal operators	21 days of training
CODP*19V	Integrity control of petroleum equipment	15 days of training
CODP*20V	The REACH Regulation	15 days of training
CODP*21V	Safety management / Environment on oil sites	12 days of training
CODP*22V	Storage, Depot and Distribution	12 days of training
CODP*23V	The management of oil installations	12 days of training
CODP*24V	The metrology	15 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	More than 6
In session	12 Days	3.210 Euro	3.210 Euro	3.210 Euro	3.110 Euro	3.030 Euro	2.960 Euro	2.890 Euro
In session	15 Days	3.600 Euro	3.600 Euro	3.510 Euro	3.340 Euro	3.200 Euro	3.130 Euro	3.020 Euro
In session	21 Days	3.990 Euro	3.990 Euro	3.800 Euro	3.600 Euro	3.450 Euro	3.340 Euro	3.210 Euro

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4.

MANAGEMENT OF PUBLIC MARKET

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CMPM*1B	Constitution of the Commission to call for offers (composition, role and operation) and Procurement	21 trainings days
CMPM*2B	Good governance and management of the Public Contracts	15 trainings days
CMPM*3B	Procurement: management and monitoring of contracts (Bank procedures	21 trainings days
CMPM*4B	Economic Intelligence & strategic governance of business	15 trainings days
CMPM*5B	Delivery of markets: management of contracts and disbursements	21 trainings days
CMPM*6B	Modernization and measurement of performance of Public Markets	15 trainings days
CMPM*7B	Control and Audit of Public Markets	21 trainings days
CMPM*8B	Management of the cycle of procurement and contract administration	15 trainings days
CMPM*9B	The new ESCC/FSC and the markets of everyday supplies and services	15 trainings days
CMPM*10B	Of Public Procurement: preparation, launch and evaluation of tenders	15 trainings days
CMPM*11B	Litigation of Public Procurement: Procedures, the risks incurred and Enforcement	15 trainings days
CMPM*12B	Public Markets: execution and monitoring of contracts, litigation, litigation and arbitration	21 trainings days
CMPM*13B	Procurement: work, supplies and Consultants	21 trainings days
CMPM*14B	Detection of anti-competitive practices in the public markets (fraudulent practices, anti-competitive Collusion and corruption) & Audit of Public Markets	21 trainings days
CMPM*15B	Litigation of Public Procurement: Procedures, the risks incurred and Enforcement	15 trainings days
CMPM*16B	Monitoring of the execution of public contracts: Dashboards Performance Indicators and Management	21 trainings days
CMPM*17B	Directives of the funders (BM, ADB, bird, EDF, EU) in the field of public procurement	21 trainings days
CMPM*18B	Contracts of Public-Private Partnership: evaluation, procurement and enforcement	15 trainings days
CMPM*19B	General regulation of markets and public commands	15 trainings days

The Rates By number of participants								
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.910 Euro	3.910 Euro	3.820 Euro	3.760 Euro	3.670 Euro	3.580 Euro	3.310 Euro
In session	21 Days	4.880 Euro	4.880 Euro	4.760 Euro	4.650 Euro	4.480 Euro	4.290 Euro	4.170 Euro

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5.

PROJECTS MANAGEMENT & DEVELOPMENT PROGRAMS

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CPMD*1D	Sectorial approach, CDS-MT and monitoring of the portfolio of programs.	15 trainings days
CPMD*2D	The participatory process of planning, follow-up and evaluation of projects and programs.	21 trainings days
CPMD*3D	The methods of planning of projects by objective (OPP, PIPO, OPDP, ZOPP).	15 trainings days
CPMD*4D	Follow-up and monitoring environmental and social projects and programs	21 trainings days
CPMD*5D	Mechanisms of preparation and socio-economic analysis of development projects	15 trainings days
CPMD*6D	Principles of the follow-up Evaluation - applications in public policies, programs	15 trainings days
CPMD*7D	The Management Tools- planning of projects (PERT, Gantt): theoretical approach and practical cases	15 trainings days
CPMD*8D	Device to order of accounts - Preparation of the audit file accounting and financial management of projects and development agencies of the financial statements with the software TOMPRO and ETATSFIN.	21 trainings days
CPMD*9D	Implementation The method of the Logical Framework (LFA) in the design of projects	15 trainings days
CPMD*10D	Follow-up and monitoring environmental and social development of the projects and programs	21 trainings days
CPMD*11D	Sectorial approach, CDS-MT and monitoring of the Portfolio of Programs	21 trainings days
CPMD*12D	Implementation of systems of monitoring and evaluation and performance indicators.	21 trainings days
CPMD*13D	The management of programs and projects focused on the results: performance indicators and systems of follow-up and evaluation	21 trainings days
CPMD*14D	Planning-budgeting-Execution-audit and internal control of projects and programs	21 trainings days
CPMD*15D	Analysis Economic and Financial Projects	15 trainings days
CPMD*16D	Fitting of requests for funding and implementation of projects	15 trainings days
CPMD*17D	The accounting and financial management of the programs and projects: Methods and disbursement procedures bad-IFAD- WORLD BANK –	21 trainings days
CPMD*18D	A S & E in the service of the project to a S & E to support local governance	15 trainings days
CPMD*19D	Mechanisms of preparation and socio-economic analysis of development projects	15 trainings days
CPMD*20D	Management of projects by the method Prince 2-Certification Foundation & Practitioner	15 trainings days
CPMD*21D	Administrative management and trustee of the projects and programs	21 trainings days
CPMD*22D	Operational planning and control of project	15 trainings days
CPMD*23D	Mechanisms of preparation of multilateral projects and socio-economic analysis.	15 trainings days
CPMD*24D	Review of projects and programs and Closure Process	15 trainings days
CPMD*25D	Planning tools, follow-up evaluation and decision-making-operational programming-achievement of computer developments & applications of Geographic Information Systems.	21 trainings days
CPMD*26D	Audit of project and implementation of internal control	15 trainings days
CPMD*27D	Optimize the administrative and financial management of the programs and projects	15 trainings days
CPMD*28D	The monitoring and evaluation of programs and projects: results based management tools.	21 trainings days

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In session	21 Days	4.880 Euro	4.880 Euro	4.760 Euro	4.650 Euro	4.480 Euro	4.290 Euro	4.170 Euro

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6. DECENTRALIZATION, LOCAL DEVELOPMENT & URBAN MANAGEMENT

The evolution of the territorial communities is marked by institutional reforms and causes different consequences political, organizational and financial...The communities must thus ensure to streamline their public management. There is no doubt that they have the obligation to advance toward a better quality of their public services and an evaluation of their performance.

CYCLES LOCALES DEVELOPMENT

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CCLD*1M	Secure the granting of economic aid	15 days of training
CCLD*2M	Evaluate the actions and public policy: Deepen the fundamental	15 days of training
CCLD*3M	Budgetary analysis and prospective financial of territorial communities	15 days of training
CCLD*4M	Public Management: indicators and dashboards-prove the relevance of its strategic choices;	15 days of training
CCLD*5M	Mobilization and management of budgetary resources of the communities	15 days of training
CCLD*6M	permissions management program and payment appropriations (PA/CP) - Tools and Methods	15 days of training
CCLD*7M	Local Governance, mastery of communal work and local development strategy in sub-Saharan Africa	21 days of training
CCLD*8M	Management of communal finance and good governance	15 days of training
CCLD*9M	Policies of decentralization in Africa: in search of operating modes and successful process	15 days of training
CCLD*10M	Sectorial approaches, sectorial reforms and decentralization	15 days of training
CCLD*11M	Management of the heritage and of the financial resources of local communities	15 days of training
CCLD*12M	Budgetary Framework and accounting of Local Communities	15 days of training
CCLD*13M	Finance and Accounting	15 days of training
CCLD*14M	Human Resources Management the communal	15 days of training
CCLD*15M	Models of reorganization of Local Communities	15 days of training
CCLD*16M	Internal Audit of Local Communities	15 days of training
CCLD*17M	Mobilization and strengthening of the budgetary resources of local communities	15 days of training
CCLD*18M	Techniques of Local Governance	15 days of training
CCLD*19M	Territorial intelligence and Decentralization	15 days of training
CCLD*20M	The Integrated Management of Local Communities	15 days of training
CCLD*21M	Modern management of the technical services of the Territorial Communities	15 days of training
CCLD*22M	Management of the territories and local communities: new challenges for the development of the local communities	15 days of training
CCLD*23M	Occupation of the public domain of the territorial communities	15 days of training
CCLD*24M	Optimize the interventions on the highways and the occupation of the road area	15 days of training
CCLD*25M	The budgetary framework and accountant of the territorial communities;	15 days of training
CCLD*26M	Urban Sanitation: planning, conduct and management of projects.	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.710 Euro	3.710 Euro	3.620 Euro	3.560 Euro	3.470 Euro	3.380 Euro	3.210 Euro
In session	21 Days	4.610 Euro	4.610 Euro	4.490 Euro	4.370 Euro	4.240 Euro	4.110 Euro	3.960 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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Web site: www.chyqat-formation.com



7.

HANDOUTS OF DIRECTION & SECRETARIAT

With the continuous evolutions of new technologies and changes in the organization of enterprises, the profession of assistant has evolved considerably in recent years. They won in responsibility and must adapt to the constantly. Moreover, their directors and executive teams expect of you, a sense of the Organization, ease to communicate, spirit of analysis and synthesis.

These courses provide you with the key skills for success in your profession of Executive Assistant

The skills of the profession of the Assistant (e) and Secretary - improving its effectiveness

Personal - acquire an expertise

References	CYCLE OF THE MODULES	N°. of TRAINING Days
CHDS*1Y	Quality approach in the secretariat function and handouts for the direction and management	15 days of training
CHDS*2Y	Public Relations, Press Relations and Protocol in the assistantship function of direction or management	15 days of training
CHDS*3Y	Customize its communication through the Process Communication: special assistants-assistants	15 days of training
CHDS*4Y	Optimization of the function of the Secretary and Assistant(e) Steering	15 days of training
CHDS*5Y	Management organizational and relational of the function handouts for the direction and management	15 days of training
CHDS*6Y	Assistance of direction and management focused on results(RBM)	15 days of training
CHDS*7Y	The 5 Essential tools for personal development to optimize its relations	15 days of training
CHDS*8Y	Archiving and electronic management of documents (GOL)	15 days of training
CHDS*9Y	The current issues of the public Executive Assistant	15 days of training
CHDS*10Y	Management of a particular secretariat, coaching and technique of followed by folder and the commitments of the Hierarchy	15 days of training
CHDS*11Y	Management and communication for secretaries and assistants	15 days of training
CHDS*12Y	Strengthen its relational intelligence to communicate effectively with its hierarchy	15 days of training
CHDS*13Y	Client Relationship/qualities of services & Executive Assistant	15 days of training
CHDS*14Y	Emotional Intelligence: control and use its emotions to gain in efficiency	15 days of training
CHDS*15Y	Executive Assistant, professional effectiveness and control of NICT	15 days of training
CHDS*16Y	Self-confidence: 4 steps to gain in efficiency	15 days of training
CHDS*17Y	Transcend the logical execution and to position itself as an Assistant(e) reliable	15 days of training
CHDS*18Y	Become Assistant(e) accounting & commercial(e)	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.340 Euro	3.340 Euro	3.280 Euro	3.210 Euro	3.160 Euro	3.080 Euro	2.910 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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RC: 203755 - PATENTE: 32272185 - IF: 40114063 - N° CNSS: 8137194

Adress: 39 AVENUE LALLA YACOUT 5^{ème} Etage Apt « D » Casablanca - Maroc

Tel – imo – viber – whatsapp - dingtone: 00212 622 319 449 – Facebook: [chyqat-formation](https://www.facebook.com/chyqat-formation)

GSM: 00212 670 443 138 - 00212 681 251 925 –Fax : 00212 522 272 878

Email: contact@chyqat-formation.com / chyqat@chyqat-formation.com / Skype : [chyqat.sarl](https://www.skype.com/user/chyqat.sarl)



8. COMMUNICATION –TELECOMMUNICATION-MARKETING & COMMERCIAL DEVELOPMENT

The function of corporate communication is based on three issues

- * give meaning to the strategy of the company and enable everyone to take ownership of it and the decline in daily life;
- * contribute to the development of the activity by the implementation of the tools and techniques of communication;
- * facilitate relations of cooperation and trust between internal and external actors.

CHYQAT-FORMATION, through the modules that you are offered here, offers you the possibility to master all the contours of this essential function, position your company and possess all weapons of the success of your profession of Communication Specialist internal and external actors.

COMMUNICATION

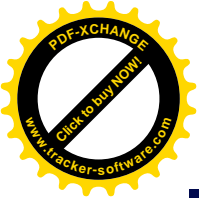
References	CYCLES OF THE MODULES	N°. of TRAINING Days
CCOM*1W	Optimize its institutional communication: tools and methods to control the identity and enhance the image of his business	15 days of training
CCOM*2W	Well target its actions of communication: the right message to the right target	15 days of training
CCOM*3W	Internal and External Communication Plan: Elaboration, issues and tools	15 days of training
CCOM*4W	Design a draft communication performance	15 days of training
CCOM*5W	Optimize its internal communication: focus the actions to strategic value	15 days of training
CCOM*6W	Strategy and external communication plan: a methodological approach, pragmatic and equipped to implement external communication performance.	15 days of training
CCOM*7W	The techniques of crisis communication	15 days of training
CCOM*8W	Protocol and diplomatic practice	15 days of training
CCOM*9W	Responsible (e) of communication: the techniques and best practices to be performing.	15 days of training
CCOM*10W	Public Communication and Communication Plan	15 days of training
CCOM*11W	Public Communication and Communication Plan establish its strategy web communication: the levers of Success for effective communication of its business on the Net	15 days of training

ECONOMIE NUMERIC & TELECOMMUNICATION

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CENT*J1	Marketing of telecommunication services	15 days of training
CENT*J2	Planning & spectrum management	15 days of training
CENT*J3	Regulation and regulation of Telecom in Africa	15 days of training
CENT*J4	The quality of service of electronic communications: technical aspects and constraints related to the regulation & best practices	15 days of training
CENT*J5	Privatization, concession of public services and the quality of the Regulation	15 days of training
CENT*J6	Recruitment of new customers and build loyalty in telecommunications	15 days of training
CENT*J7	Governance of the sector of the digital economy: roles of public actors, private, civil society & best practices	15 days of training
CENT*J8	3G networks and 4G: infrastructure, services and products	15 days of training
CENT*J9	The Good Governance of the regulatory bodies of telecoms and postal	15 days of training
CENT*J10	Networks and telecommunications: present and future	15 days of training
CENT*J11	Engineering of mobile networks and wireless networks	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.940 Euro	3.940 Euro	3.780 Euro	3.610 Euro	3.460 Euro	3.280 Euro	3.110 Euro

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COMMERCIAL DEVELOPMENT

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CCD*K1	Sale and techniques of commercial negotiation	15 days of training
CCD*K2	Business development at International level	15 days of training
CCD*K3	Develop sales through the multi-channel	15 days of training
CCD*K4	Business Development Manager (Marketing - Sale -Management commercial)	15 days of training
CCD*K5	Develop sales through the multi-channel	15 days of training

MARKETING

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CMARK*1I	Marketing of new products and services	15 days of training
CMARK*2I	Analysis, follow-up and exploitation of the results Sales and Marketing	15 days of training
CMARK*3I	Dynamic trade and gear reduction of internal communication	15 days of training
CMARK*4I	Customer Relationship Management (CRM)	15 days of training
CMARK*5I	The eve of sales and marketing on the Internet: Techniques and Tools	15 days of training
CMARK*6I	Studies and measurement of performance marketing	15 days of training
CMARK*7I	Target Your Market with the Customer Insight (C.I.)	15 days of training
CMARK*8I	The Technical Innovation in Marketing	15 days of training
CMARK*9I	Marketing Positioning and creativity	15 days of training
CMARK*10I	Implementation and deployment of a policy of economic intelligence	15 days of training
CMARK*11I	Studies and Research Marketing (qualitative and quantitative studies)	15 days of training
CMARK*12I	Management of the Information and Development Strategies	15 days of training
CMARK*13I	Diagnosis and Strategies Marketing- benchmarking	15 days of training
CMARK*14I	Analysis, follow-up and exploitation of the results of marketing and trade.	15 days of training
CMARK*15I	Implementation and monitoring of the Marketing Plan	15 days of training
CMARK*16I	The new trends of marketing	15 days of training
CMARK*17I	Economic Intelligence: From Concept to Practice.	15 days of training
CMARK*18I	The Operational Marketing, approach and tools	15 days of training
CMARK*19I	Analysis tools Multi-variety of marketing data	15 days of training
CMARK*20I	Sociology of consumption and behavior of the consumer	15 days of training
CMARK*21I	Strategic Marketing, Marketing of the offer	15 days of training
CMARK*22I	Statistics, data marketing & marketing dashboard	15 days of training
CMARK*23I	Management of the quality of services and performance Steering	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.940 Euro	3.940 Euro	3.780 Euro	3.610 Euro	3.460 Euro	3.280 Euro	3.110 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

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Email: contact@chyqat-formation.com / chyqat@chyqat-formation.com / **Skype :** [chyqat.sarl](#)

Management



9.

HRM & PERFORMANCE OF ORGANIZATIONS

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CHPO*1H	Evaluation and Strategic Audit of an organization	15 days of training
CHPO*2H	Prospective analysis and development of strategic choices	15 days of training
CHPO*3H	Exercise of the function HRD: motivation and mobilization of staff	15 days of training
CHPO*4H	Anticipation and control of change in organizations	15 days of training
CHPO*5H	Management of Strategic Intelligence	15 days of training
CHPO*6H	The social mix: a framework for analysis of the limitations.. Modernization of the public sphere based on HRM	15 days of training
CHPO*7H	Predictive Management of Jobs and Skills (GPEC): The tools and the follow-up HRM & results-based management(RBM)	21 days of training
CHPO*8H	Reforms and modernization of public functions in Africa to the test of social conflicts: social mediation as a mode for the prevention and resolution of conflicts.	15 days of training
CNPO*9H	Setting of objectives & evaluation of the performance of organizations	21 days of training
CHPO*10H	Management skills and careers: mastering the tools and approaches to enter in the logic jurisdiction	15 days of training
CHPO*11H	Training Engineering and Training Plan: development, implementation, evaluation and monitoring of training actions.	15 days of training
CHPO*12H	Audit of the HR and Skills Development: Implementation of a policy of training adapted to the objectives of the Organization and to the individual needs	15 days of training
CHPO*13H	New approach of Marketing of Human Resources	15 days of training
CHPO*14H	Social Indicators: the control of social management to the recent developments of pilotage and the reporting	15 days of training
CHPO*15H	Management of human resources: a conciliation function of conflicting interests	15 days of training
CHPO*16H	Mapping of the risks in the management of the organizations	21 days of training
CHPO*17H	Control of social management and development of the social balance sheet.	15 days of training
CHPO*18H	Training engineering: Analysis, Design, realization & Evaluation	15 days of training
CHPO*19H	Administrative management and performance of NGOS	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.910 Euro	3.910 Euro	3.820 Euro	3.760 Euro	3.670 Euro	3.580 Euro	3.310 Euro
In session	21 Days	4.980 Euro	4.980 Euro	4.790 Euro	4.670 Euro	4.520 Euro	4.390 Euro	4.270 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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10. BUDGET - CONTROL BUDGETARY & CHECK OF MANAGEMENT

In this period of economic and financial crisis, companies monitor more than ever the financial aspects of their activities. As guarantors of the Profitability, accounting and financial services are particularly exposed. The taking into account, as soon as possible, of the wishes of the users of financial information in the development of the tools and procedures is an essential step in the construction of a stable financial system and effective. It is appropriate to be responsive and to adapt to the increased requirement requested to all the members of the financial directorates well beyond the simple logic of cost reduction required by the crisis

BUDGET - CONTROL BUDGETARY & GESTION - AUDIT

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CBCB*1	Control audit and compliance	15 days of training
CBCB*2	Management control and reporting	15 days of training
CBCB*3	Methods and tools of management control in the activities of services	15 days of training
CBCB*4	The Balanced Scorecard or implementation and piloting the instrument panel	15 days of training
CBCB*5	The strategic place of the Budgetary Control in the optimization of the results of the company	15 days of training
CBCB*6	Budgetary management: preparation, negotiation, monitoring and control	15 days of training
CBCB*7	Diagnostic control the budgetary system of the: budgeting to the achievement	15 days of training
CBCB*8	Passage of Budget object to the program budget	15 days of training
CBCB*9	Management Control, a tool of risk management	15 days of training
CBCB*10	Dashboards and reporting of the Credit Manager: an approach essentially practice of reporting and dashboards	15 days of training
CBCB*11	Control of Strategic Management: The management of the performance	15 days of training
CBCB*12	Preparation of the Budget and Budgetary Control	15 days of training
CBCB*13	Audit and Control Management of social, and its budgetary follow-up	15 days of training

11. INVESTISSEMENT

References	CYCLES DES MODULES	N°. of TRAINING Days
CIN*1Z	Manage and optimize exchange rate risks	15 days of training
CIN*2Z	The financing of foreign trade with regard to the regulation of	15 days of training
CIN*3Z	The feasibility study of an investment project	15 days of training
CIN*4Z	Evaluating Return on Investment	15 days of training
CIN*5Z	Development of Financial Management	15 days of training

The Rates By number of participants								
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.680 Euro	3.680 Euro	3.570 Euro	3.410 Euro	3.240 Euro	3.130 Euro	3.010 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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12. BANK – INSURANCE- RECOVERY

In this thematic "Training Recovery", there you can find our specific programs to the trades of the customer credit. (Recovery, factoring, credit management, etc). These training programs recovery if directed to the bankers, accountants, services-recovery and to any person wishing to master the techniques and methods of recovery. Our training recovery are proposed in the framework of training inter company (Casablanca) and training intra-enterprise (national and international).

Bank

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CBAN*1	Control of banking risks and Improving Performance	15 days of training
CBAN*2	Actuarial Modeling of risks	15 days of training
CBAN*3	Markets of large enterprises: Financial Analysis in IFRS and US GAAP	15 days of training
CBAN*4	IFRS Standards and financial schedules in the West African sub-region: Analysis of financial statements.	15 days of training
CBAN*5	Optimization of the Torque Performance and Risk In The Stock Exchange	15 days of training
CBAN*6	The mastery of the management of the credit management: legal issues, accountant, & Financial	15 days of training
CBAN*7	Analysis of the banking risk in the framework of the financing of investment credits	15 days of training
CBAN*8	See the execution applied to litigation of unpaid	15 days of training
CBAN*9	Collective procedures and recovery of claims: control the legal framework and its practice	15 days of training
CBAN*10	Treatment of situations of debt overhang	15 days of training
CBAN*11	The detection of customs fraud has throughout the operations	15 days of training
CBAN*12	Analysis and financial forecasting	15 days of training
CBAN*13	Instruments and techniques of financial markets	15 days of training
CBAN*14	Practice of client litigation	15 days of training
CBAN*15	Master the IFRS standards in the banking and financial institutions	15 days of training
CBAN*16	Financial analysis of consolidated accounts and IFRS standards	15 days of training
CBAN*17	Mission of audit and internal control in a bank	15 days of training
CBAN*18	Techniques and practices of the anti-money laundering in the banking sector.	15 days of training
CBAN*19	The quantification of the risks of markets and credit	15 days of training
CBAN*20	The techniques of marketing	15 days of training
CBAN*21	Management Banking of banking risks according to the standards of Basel II Basel II and scoring	15 days of training
CBAN*22	Management of an Internal Audit Service	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.690 Euro	3.690 Euro	3.570 Euro	3.420 Euro	3.240 Euro	3.130 Euro	3.010 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

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RECOVERY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CREC*1N	Accelerate the recovery of public claims	15 days of training
CREC*2N	The mastery of the management of the credit management: legal issues, accountant, & new financial	15 days of training
CREC*3N	Risk management: business, legal and financial aspects -Management of the risk of customers to the international	15 days of training
CREC*4N	The mastery of the contentious recovery and amicable solution	15 days of training
CREC*5N	The prevention and legal management of recovery of claims	15 days of training
CREC*6N	Processing of unpaid: from the preliminary judicial recovery of debts	15 days of training
CREC*7N	Optimization techniques and tools for recovery	15 days of training
CREC*8N	Actuation of the shares of credit and of recovery thanks to the instrumental panel	15 days of training
CREC*9N	Recovery of claims in the banking circles	15 days of training
CREC*10N	Actuate the recovery actions thanks to Dashboards	15 days of training
CREC*11N	Effect of trade, debts and recovery	15 days of training
CREC*12N	The prevention and legal management of recovery of claims	15 days of training
CREC*13N	Collective procedures and recovery of claims: control the legal framework and the practice	15 days of training



INSURANCE

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CINS*1	Pricing and segmentation of risks of non-life Insurance	15 days of training
CINS*2	governance and management of insurance agencies and social prevention	15 days of training
CINS*3	Pricing and segmentation of the risks of life insurance	15 days of training
CINS*4	Fraud risk management	15 days of training
CINS*5	Audit of claims reported	15 days of training
CINS*6	Measurement and comparison of risks by the model value At Risk (VAR) and the optimality of the contract stop-loss.	15 days of training
CINS*7	Putting in place the systems of compensation for injury in the event of an accident.	15 days of training
CINS*8	Control of control and management in the insurance	15 days of training
CINS*9	Accounting and financial analysis of an insurance undertaking	15 days of training
CINS*10	The practice of sharing of the Risk and Reinsurance	15 days of training
CINS*11	Anti-laundering in Insurance	15 days of training
CINS*12	Management of the Risks and Uncertainties	15 days of training
CINS*13	The fraud of the insurance	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.490 Euro	3.490 Euro	3.370 Euro	3.250 Euro	3.140 Euro	3.030 Euro	2.910 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

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13.

PUBLIC GOVERNANCE, PRIVATE & SECTORIALS POLICIES

Public Governance, Private

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CPGP*1	The financial audit and performance of governments and public institutions	21 days of training
CPGP*2	Budgetary management of the public administration and good governance.	15 days of training
CPGP*3	Public finances: Recipe, Budget and Debt Management	21 days of training
CPGP*4	Economic Intelligence & strategic governance of business	15 days of training
CPGP*5	Audit and control of commitments of the State	15 days of training
CPGP*6	Governance of businesses: the techniques of Fixing objectives and indicators to measure the performance & methodology for the elaboration and implementation of a Strategic Plan	21 days of training
CPGP*7	Permissions management program and payment appropriations (PA/CP) Tools and Methods	15 days of training
CPGP*8	Evaluation of public policies: tools and methods	15 days of training
CPGP*9	Budgetary framing macro-economic, MTEF	15 days of training
CPGP*10	MANAGEMENT OF THE PUBLIC PURSE: Management of the authorities in advance and Revenue /accounting and control of the operations of the Treasury.	15 days of training
CPGP*11	Strategic planning & results-based management	15 days of training
CPGP*12	The financial audit and performance of governments and public institutions	21 days of training
CPGP*13	Sectoral planning, budgeting by programs and sectoral MTEF	21 days of training
CPGP*14	Good Governance: prevention and the fight against fraud and corruption	21 days of training
CPGP*15	Monitoring of public resources: Financial Analysis of Tax Reforms/Integrated Assessment of the performance of the management of public finance	15 days of training
CPGP*16	Management that focus on results and performance indicators.	15 days of training
CPGP*17	Audit, control and evaluation of public finances: of the regularity in the Opportunity securing tax revenue: fraud and evasion.	15 days of training
CPGP*18	poverty reduction, the MDGS and sustainable growth: operationalization of new PRSPS	15 days of training
CPGP*19	Governance of businesses: principles and requirements of the FIRST (Frequent Importer Comprehensive Management System Integrated)	15 days of training
CPGP*20	New standards of the budgetary and accounting system of the State	15 days of training

SECTORIALS POLICIES

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CSP*1A	Tourism Innovation	15 days of training
CSP*2A	Monitoring and control of the forestry	15 days of training
CSP*3A	Methods and management control tool in the associations and non-profit organizations(NGOS)	15 days of training
CSP*4A	Quality of education, pedagogical management and evaluation	15 days of training
CSP*5A	Territorial Management of Natural Resources	15 days of training
CSP*6A	Decentralized cooperation (development aid, twinning, partnerships, cross-border cooperation, interregional...): Issues and Strategies	15 days of training
CSP*7A	Implementation strategies for growth and poverty reduction	15 days of training
CSP*8A	New strategies and public policies of tourism	15 days of training
CSP*9A	Governance, Organization & operation of a public hospital service	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.910 Euro	3.910 Euro	3.820 Euro	3.760 Euro	3.670 Euro	3.580 Euro	3.310 Euro
In session	21 Days	4.880 Euro	4.880 Euro	4.760 Euro	4.650 Euro	4.480 Euro	4.290 Euro	4.170 Euro

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14.

MICROFINANCE & RURAL DEVELOPMENT

MFIS: Micro-finance Institution

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CMF *P1	Concept of audit and control and management of risks in a MFI	12 days of training
CMF *P2	Processing techniques of savings in loan able resources	12 days of training
CMF *P3	Identification and mastery of tools for the management of appropriations in a FMF budgetary management and management of the cash flow.	12 days of training
CMF *P4	Analysis of the performance of a MFI - Financial analysis of a MFI	12 days of training
CMF *P5	Participatory approach, micro-finance, gender and development	12 days of training
CMF *P6	Management of Social Performance: MFIS, donors, partners and State	12 days of training
CMF *P7	Management of risks and the establishment of a system of internal control in a FMF/ Operational Risk Management in the MFIS	12 days of training
CMF *P8	Training of officials in charge of the commercial development in an MFI	12 days of training
CMF *P9	Methodology of the internal control of MFIS in the countries of the UEMOA	12 days of training
CMF *P10	Implantation, the Organization and the operation of the system of follow-up and evaluation of a project/program of micro finance	12 days of training
CMF *P11	Methodology of the audit and the internal control of the micro finance institutions	12 days of training
CMF *P12	Development and evaluation of a reorganization plan of MFIS in difficulties	12 days of training
CMF *P13	Development of new products in Micro Finance	12 days of training
CMF *P14	Ensure the reimbursement of appropriations: Techniques of innovative recovery	12 days of training
CMF *P15	The effectiveness of internal audit in the reduction of fraud in the MFIS	12 days of training
CMF *P16	Setting objectives and assessment of performance in the MFIS	12 days of training
CMF *P17	Reorganization, restructuring and interim management of a MFI- financial education of clients	12 days of training
CMF *P18	Portfolio management and the mastery of the credit risk	12 days of training
CMF *P19	The credit operations in the MFIS: analysis, implementation, follow-up	12 days of training
CMF *P20	Accounting and financial management of the MFIS according to the standards CGAP	12 days of training

RURAL DEVELOPMENT

In all the African countries of our days of national policies for rural development are put in place, with the accompaniment and support of international agencies such as the EU, UNDP, AFD, World Bank etc.. But it is more important to put a particular emphasis on the training of managers in charge of the management of projects, programs and policies for rural development through the strengthening of capacities. CHYQAT-FORMATION offers you here a series of modules to meet your current needs. Training on-measure is also possible.

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CRD*C1	The Leadership and rural development projects.	15 days of training
CRD*C2	The new paradigms of the rural development in Africa	15 days of training
CRD*C3	Rural governance in Africa: trends and new challenges	15 days of training
CRD*C4	The transformations of the rural world Africa in the context of globalization	15 days of training
CRD*C5	Use of new technologies and participatory management of the space African rural: remote sensing and GIS at the service of the territorial diagnosis, development of a method and tools	15 days of training
CRD*C6	Development of proximity and management of village communities	15 days of training
CRD*C7	Social Aspects of integrated rural development	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	12 Days	2.520 Euro	2.520 Euro	2.520 Euro	2.460 Euro	2.370 Euro	2.280 Euro	2.110 Euro
In session	15 Days	3.630 Euro	3.630 Euro	3.510 Euro	3.390 Euro	3.240 Euro	3.110 Euro	3.060 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

1 Book of news on your theme, mobile phone for communication at lower costs, and many other surprises at the end of the seminar for more than 6 participants

Web site: www.chyqat-formation.com



15.

TRANSPORT – LOGISTICS –ROADS – PUBLICS WORKS

Reduce costs and improve productivity, adjust the stocks and accelerate the flow of supply, but also improve the forecasts.
Devised by renowned experts, our training courses take into account many of the issues of the transportation function and global logistics

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CTLP*G1	Learn System Management	15 days of training
CTLP*G2	Management of the fleet: Optimization Tools	15 days of training
CTLP*G3	Management control of the logistics	15 days of training
CTLP*G4	Downstream logistics and distribution	15 days of training
CTLP*G5	Economics of transport	21 days of training
CTLP*G6	PP and regulation in the sector of urban services: Water Electricity Transportation	21 days of training
CTLP*G7	FIMO Goods	15 days of training
CTLP*G8	Management of a service adv & shipment management	15 days of training
CTLP*G9	Supply chain, the global logistics and its issues	15 days of training
CTLP*G10	Upstream Logistics and Supply	15 days of training
CTLP*G11	Management of Road Maintenance	21 days of training
CTLP*G12	practical methods of management of stocks	15 days of training
CTLP*G13	Public-Private Partnership (PPP) Economic evaluation of infrastructure projects.	21 days of training
CTLP*G14	Management of Logistics Project	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.520 Euro	3.520 Euro	3.320 Euro	3.160 Euro	2.870 Euro	2.720 Euro	2.510 Euro
In session	21 Days	4.930 Euro	4.930 Euro	4.810 Euro	4.690 Euro	4.440 Euro	4.210 Euro	4.160 Euro

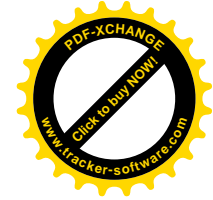
The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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16.

ICTS & INFORMATION SYSTEMS

ICTS are continuously evolving to offer businesses of productivity gains and equip their performance. The African businesses have more than ever in need of new technologies. In addition to the protection of the information has become a major issue for the ...companies and African organizations in the face of rapid development.....of ICTS and particularly the Internet to respond to this request, CHYQAT-FORMATION has developed new training courses adapted to developments and to the contexts of the companies and administrations in African, with to the key the issuance of certifications internationally recognized.

SQL SERVER 2008 – 2012 –SECURITY INFORMATICS

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CSSI*F1	Safety of .NET applications - Security of a Linux system	15 days of training
CSSI*F2	Programming a Microsoft SQL Server database administration 2008 SQL Server 2008 R2	15 days of training
CSSI*F3	Implement reports and data models with Microsoft® SQL	15 days of training
CSSI*F4	Write queries Transact SQL for SQL Server 2012 SQL Server 2012,	15 days of training
CSSI*F5	Security administration of the Internet services of the company (web, mail, remote access...)&RSSI: The responsible for the Security of Information Systems	15 days of training
CSSI*F6	Optimization SQL Server 2012 / implement a SQL Server Database 2012	15 days of training
CSSI*F7	Cryptography and Standards of Security & Information Systems Audit	15 days of training
CSSI*F8	Security of Web developments & Security Java - PHP Security	15 days of training
CSSI*F9	Privacy of data-backup and archiving of information in the enterprise &deploy the functionality of firewalls Cisco ASA	15 days of training

CYCLES OF TRAINING-CERTIFICATION

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CCTC*R1	THE ISO/IEC 20000® Foundation Certificate Training + Certification	15 days of training
CCTC*R2	succeed your certification of ISO/IEC 27002® Foundation Certificate Training + Certification	15 days of training
CCTC*R3	The ITIL® Foundation Certificate Training + Certification	15 days of training
CCTC*R4	Training Cycle for certification in Cloud Certified Integrator "Secure Cloud Services " &COBIT 5 Foundation v3	15 days of training
CCTC*R5	Urbanization of the information system :(S.I.)	15 days of training
CCTC*R6	Management of an informatics project PMP: Preparation for certification computing Foundation Cloud: preparation to the certification	15 days of training
CCTC*R7	CFC certification07 ISO 27001: Audit / ISO 27001: Implementing ISO 27005: Risk Management: Certification	15 days of training

DATA BASE

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CDB*1F	The concepts of databases	21 days of training
CDB*2F	Design and development of a database	21 days of training
CDB*3F	Querying databases with SQL	15 days of training
CDB*4F	Maintaining an SQL database	15 days of training
CDB*5F	ORACLE database administration	15 days of training

INFORMATIC PROJECT

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CIP*1T	IT Project Manager	15 days of training
CIP*2T	Head of Web project	15 days of training
CIP*3T	The key to driving a computer project	15 days of training
CIP*4T	Managing a project portfolio	15 days of training
CIP*5T	Successful CRM project	15 days of training
CIP*6T	Designing a computer workbook	15 days of training
CIP*7T	Security of computer networks	15 days of training

	The Rates By number of participants							
	DURATION	1	2	3	4	5	6	more than 6
In session	15 Days	3.890 Euro	3.890 Euro	3.870 Euro	3.650 Euro	3.440 Euro	3.330 Euro	3.110 Euro
In session	21 Days	4.380 Euro	4.380 Euro	4.250 Euro	4.020 Euro	3.830 Euro	3.590 Euro	3.340 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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17. Environment - Agriculture & sustainable development

In environmental matters and agricultural, we offer you ongoing training and initials on different thematic to learn or only recover at a level. CHYQAT-FORMATION proposes the first range of training modules in the Environment and Sustainable Development in Morocco.

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CEASD*S1	Technical, political and mitigation of climate change.	21days of training
CEASD*S2	The environmental impact study - the specifications for evaluation	21 days of training
CEASD*S3	Environmental Management and Engineering for Sustainable Development	21 days of training
CEASD*S4	Climate Change Adaptation: Needs Assessment	12 days of training
CEASD*S5	The environmental and social management of infrastructure projects	21 days of training
CEASD*S6	Mastery of key EX-ACT for agro-forestry development and estimate carbon balances	12 days of training
CEASD*S7	Climate Change Water and biodiversity	12 days of training
CEASD*S8	Environmental geostatistics	12days of training
CEASD*S9	Environmental Management according to 14001	12 days of training
CEASD*S10	Mastery of the value chain approach and diversification of agricultural products	12 days of training
CEASD*S11	Strategic Environmental Assessment and Environmental Impact Assessment and Social -EES & ESIA	21 days of training
CEASD*S12	Strategic tools for planning of irrigation water resources & Operational tools to support the implementation of National Water Saving Irrigation Program	15 days of training
CEASD*S13	Planning and management of water resources	21 days of training
CEASD*S14	climate change, gender and development	15 days of training
CEASD*S15	Communicational and legal aspects of environmental management in business	12 days of training
CEASD*S16	Monitoring and control of logging	15 days of training
CEASD*S17	Economic Instruments Applicable to Environmental Policies	15 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	more than 6
In session	12 Days	3.210 Euro	3.210 Euro	3210 Euro	3.110 Euro	3.030 Euro	2.960 Euro	2.890 Euro
In session	15 Days	3.830 Euro	3.830 Euro	3.720 Euro	3.560 Euro	3.470 Euro	3.320 Euro	3.210 Euro
In session	21 Days	4.730 Euro	4.730 Euro	4.610 Euro	4.570 Euro	4.440 Euro	4.210 Euro	4.060 Euro

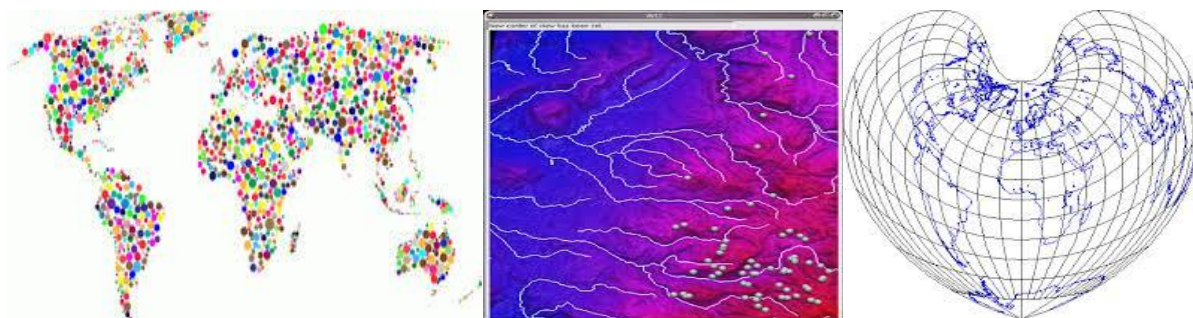
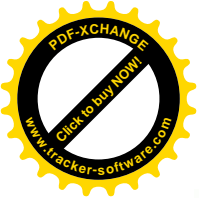
The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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COMPUTER-ASSISTED MAPPING & GEOGRAPHICAL INFORMATION SYSTEM COMPUTER-ASSISTED MAPPING

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CCAM*1X	Metadata Management with ArcGIS: ArcGIS Desktop (ArcView) - Metadata Management	15 days of training
CCAM*2X	Using Geodatabase Capabilities: ArcGIS Desktop GIS (ArcView) - Geodatabases	15 days of training
CCAM*3X	Monitoring by GIS: socio-economic, climatic and environmental impacts	15 days of training
CCAM*4X	Working with raster data in ArcGis: ArcGIS Desktop GIS (ArcView) - Using raster data	15 days of training

GEOGRAPHIC INFORMATION SYSTEM

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CSIG*1L	GIS - Spatial Analysis with GIS: Basics - Knowledge of Territories	15 days of training
CSIG*2L	Geomarketing: Methods, Tools and Practices GIS	15 days of training
CSIG*3L	Webmapping: Dynamic Mapping on the Internet	30 days of training
CSIG*4L	Further development of the software S.I.G. Arc View 10: Geodatabases, Geocoding	15 days of training
CSIG*5L	GIS and Remote Sensing coupled with modeling, new approaches for the study of watersheds	15 days of training
CSIG*6L	GIS for Environmental Impact Assessment	15 days of training
CSIG*7L	Methods and Techniques of Geographic Information Systems (GIS)	15 days of training
CSIG*8L	Cartography In The IG: The Creation Of Maps And The Rules Of Graphical Semiology	15 days of training
CSIG*9L	Semiology Adapted to Cartography - Advanced Image Processing	15 days of training

The Rates By number of participants								
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.830 Euro	3.830 Euro	3710 Euro	3.630 Euro	3.530 Euro	3.410 Euro	3.240 Euro
In session	30 Days	5.530 Euro	5.530 Euro	5.380 Euro	5.270 Euro	4.940 Euro	4.710 Euro	4.630 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

1 Book of news on your theme, mobile phone for communication at lower costs, and many other surprises at the end of the seminar for more than 6 participants



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AIRPORT PORT – INFRASTRUCTURE

Airport Management

The quality of port and airport infrastructure measures the competitiveness of a country, it also
The attractiveness of commercial and economic partners to one destination more than another.

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CAPI*T1	The operation of an airport platform	21 days of training
CAPI*T2	The modern management of airports: The main challenges of the future	21 days of training
CAPI*T3	Safety, Security, Airport Police	21 days of training
CAPI*T4	The procedure for import and export scores	21 days of training
CAPI*T5	The airport economic environment	21 days of training
CAPI*T6	Instruments for airport navigation	21 days of training
CAPI*T7	Institutional and operational audit of the airport sector	21 days of training
CAPI*T8	Airport management	21 days of training
CAPI*T9	Airport operating indicators	21 days of training
CAPI*T10	Technical management of aircraft	21 days of training



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PUBLIC RELATIONS - PROTOCOL

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CPRP*Q1	Economic diplomacy	15 days of training
CPRP*Q2	The ceremonial protocol	21 days of training
CPRP*Q3	Public relations and protocol	15 days of training
CPRP*Q4	The management protocol	15 days of training
CPRP*Q5	The evolution of protocol systems	15 days of training
CPRP*Q6	Good protocol practices in institutions	15 days of training
CPRP*Q7	The main protocol rules and costumes in diplomatic life	15 days of training
CPRP*Q8	Noble and Honorary Systems	15 days of training
CPRP*Q9	Logistics management of processions	21 days of training

The Rates By number of participants								
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.920 Euro	3.920 Euro	3.760 Euro	3.550 Euro	3.330 Euro	3.190 Euro	3.080 Euro
In session	21 Days	4.630 Euro	4.630 Euro	4.300 Euro	4.120 Euro	3.850 Euro	3.670 Euro	3.550 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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PHOTOVOLTAIC SOLAR ENERGY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CPSE*1M	Electrochemical storage for intermittent energies	15 days of training
CPSE*2M	Risks and safety of photovoltaic installations and the self-consumption of photovoltaic electricity and battery storage	21 days of training
CPSE*3M	PV OFF OFF system: hybrid system and micro network	12 days of training
CPSE*4M	Designing and dimensioning a photovoltaic installation in an isolated site and monitoring the maintenance of photovoltaic installations in isolated sites	21 days of training
CPSE*5M	Photovoltaic solar systems maintainer	15 days of training
CPSE*6M	QualiPV competence integration according to Quali'EnR standards	15 days of training
CPSE*7M	QualiPV electrical competence according to Quali'EnR standards	15 days of training
CPSE*8M	Self-consumption - option of QualiPV competence module	15 days of training
CPSE*9M	The solar pump and the engineering of installations using solar photovoltaic	15 days of training
CPSE*10M	Photovoltaic energy for mobility and lighting	15 days of training
CPSE*11M	Designing a photovoltaic project connected to a network and monitoring the maintenance of photovoltaic systems connected to a network	21 days of training

THERMAL SOLAR ENERGY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CTSE*H1	Project management of collective solar hot water systems	15 days of training
CTSE*H2	Air conditioning and solar hot water & maintenance of collective hot water installations	15 days of training
CTSE*H3	Qualisol competence COLLECTIF according to QualiEnR standards	15 days of training
CTSE*H4	Qualisol competence CESI according to QualiEnR standards	15 days of training
CTSE*H5	Qualisol competence COMBI according to QualiEnR standards	15 days of training
CTSE*H6	Integration of solar thermal in processes and heat network	15 days of training
CTSE*H7	Base to undertake a solar thermal project and optimized design of collective solar water heaters / become EGR	15 days of training

ENERGY PERFORMANCE OF THE BUILDING

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CEPB*R1	Climate control of buildings and engineering of the envelope's energy performance	21 days of training
CEPB*R2	Eco-design of the building and the neighborhood by life cycle analysis	15 days of training
CEPB*R3	Natural and artificial lighting: optimize comfort and consumption and carry out an energy audit of the building	21 days of training
CEPB*R4	Introduction to Building Information Modeling (BIM)	15 days of training
CEPB*R5	Building energy systems	12 days of training
CEPB*R6	Renovation CEPH + commercial buildings CEPH + thermal bridges CEPH +	15 days of training
CEPB*R7	High-performance ventilation installation and realization of a high performance envelope	15 days of training

The Rates By number of participants								
	DURATION	1	2	3	4	5	6	More than de 6
In session	12 Days	3.210 Euro	3.210 Euro	3.210 Euro	3.110 Euro	3.030 Euro	2.960 Euro	2.890 Euro
In session	15 Days	3.880 Euro	3.880 Euro	3.760 Euro	3.580 Euro	3.470 Euro	3.320 Euro	3.210 Euro
In session	21 Days	4.870 Euro	4.870 Euro	4.650 Euro	4.570 Euro	4.440 Euro	4.210 Euro	4.060 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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22.

LABOR MEDICINE AND INTERNAL HEALTH STRUCTURE

Occupational Safety and Health Management System and Occupational Risks within The Company and Occupational Medicine and Internal Health Structure.

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CLMIHS* 1	Visual Effects, Corporate Impact	15 days of training
CLMIHS* 2	Management of social benefits - control, affiliation, liquidation, registration.	15 days of training
CLMIHS* 3	Health insurance information system.	12 days of training
CLMIHS* 4	Prevention of penalties in companies.	15 days of training
CLMIHS* 5*	Corporate Social Responsibility and Worker Health Management *	20 days of training *
CLMIHS* 6	Reduction method and professional risk prevention tool.	15 days of training
CLMIHS* 7	Medical proficiency in health spending.	12 days of training
CLMIHS* 8	Missions and roles of the working doctor.	15 days of training
CLMIHS* 9	Occupational hazards and work-related illnesses.	15 days of training
CLMIHS*10	Psychosocial risk of work	12 days of training
CLMIHS*11	Organization and management of internal health structures in companies.	15 days of training
CLMIHS*12**	Auxiliary Living - Geriatrics **	20 days of training **

HYGIENE AND SAFETY AT WORK

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CHSW*1Q	Procedure and organization of a security structure	15 days of training
CHSW*2Q	Hygiene and environment in industry	15 days of training
CHSW*3Q	Preventing risks related to physical activity	15 days of training
CHSW*4Q	Health - Safety - Prevention: Key points	15 days of training
CHSW*5Q	The development of evacuation plans	15 days of training
CHSW*6Q	Fire hazards and means of extinction	15 days of training

The Rates By number of participants **								
	Duration	1	2	3	4	5	6	more than 6
In session	12 Days	3.390 Euro	3.390 Euro	3.320 Euro	3.260 Euro	3.170 Euro	3.100 Euro	2.990 Euro
In session	15 Days	3.890 Euro	3.890 Euro	3.800 Euro	3.650 Euro	3.520 Euro	3.360 Euro	3.240 Euro
In session*	20 Days *	4.120 Euro *	4.120 Euro *	3.950 Euro *	3.730 Euro *	3.610 Euro *	3.470 Euro *	3.330 Euro *
In session**	20 Days **	900 Euro **	For more than 10 seminararians **					

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

1 Book of news on your theme, mobile phone for communication at lower costs, and many other surprises at the end of the seminar for more than 6 participants

**** The price of this module includes:** reception, training, documentation, a complete educational kit, coffee break, 1 USB stick (16 GB) for storing your data + 1 mobile phone for communication at a lower cost + 1 Broadband Internet connection key, 1 News book on your theme, and transfer to the training sites and to the airport at the end of training + a tourist visit of MARRAKECH or RABAT.

**** But does not take into account the various other advantages:** accommodation, 1 Computer, breakfast & lunch + GIFT SURPRISE AT THE END OF TRAINING



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TELEVISION

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CTV*1J	Introduction to television	15 days of training
CTV*2J	Turning and digital editing	21 days of training
CTV*3J	News reporter	15 days of training
CTV*4J	Journalistic Writing in Television	15 days of training
CTV*5J	Strengthen creativity for TV reporting	15 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.220 Euro	3.220 Euro	3.100 Euro	2.860 Euro	2.640 Euro	2.470 Euro	2.310 Euro
In session	21 Days	3.930 Euro	3.930 Euro	3.810 Euro	3.690 Euro	3.440 Euro	3.210 Euro	3.160 Euro



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LEGAL

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CLE*V1	The law of public enterprises	15 days of training
CLE*V2	The organization of the legal function in companies	21 days of training
CLE*V3	The essence of contract law	15 days of training
CLE*V4	Administrative contracts	15 days of training
CLE*V5	Management of contracts and litigation	15 days of training
CLE*V6	Commercial law and commercial contracts	15 days of training
CLE*V7	Concession contracts	15 days of training
CLE*V8	The basic rules of civil liability	15 days of training
CLE*V9	Program contracts: State / Private sector	21 days of training
CLE*V10	Production Sharing Contracts, and Association Agreements	15 days of training
CLE*V11	Legal management	15 days of training
CLE*V12	Maritime contracts	21 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.680 Euro	3.680 Euro	3.470 Euro	3.330 Euro	3.140 Euro	3.050 Euro	2.910 Euro
In session	21 Days	4.030 Euro	4.030 Euro	3.810 Euro	3.690 Euro	3.440 Euro	3.210 Euro	3.160 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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QUALITY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CQU*D1	The quality approach	15 days of training
CQU*D2	Awareness of the quality approach	21 days of training
CQU*D3	Management of quality of care	15 days of training
CQU*D4	Implement a quality management system for public services in accordance with ISO 9001	15 days of training
CQU*D5	The QSE Integrated Management System	15 days of training
CQU*D6	The fundamentals of the HACCP approach	15 days of training
CQU*D7	Practical training for quality auditors	15 days of training
CQU*D8	Internal quality audit	15 days of training
CQU*D9	Management and process audit	21 days of training
CQU*D10	Switching from ISO 9001 version 2008 to ISO 9001 version 2015	15 days of training
CQU*D11	Implement an ISO certificate approach	15 days of training
CQU*D12	Mastering the tools of quality: KAIZEN, PARETO, ISHIKAWA DIAGRAM, 5S	21 days of training
CQU*D13	Total quality	15 days of training
CQU*D14	Quality tools	15 days of training
CQU*D15	Process management according to ISO standards	15 days of training
CQU*D16	Drafting of procedures	15 days of training

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SECURITY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CSE*B1	Environmental Health Officer	15 days of training
CSE*B2	Development of plans and traffic	21 days of training
CSE*B3	Port security, safety, security	15 days of training
CSE*B4	Management of workplace health and safety records	15 days of training
CSE*B5	Fire safety: needs assessment frameworks (APSAD)	15 days of training
CSE*B6	ATEX: Hazardous products and risk assessment	15 days of training
CSE*B7	Risk management: prevention and audit	15 days of training
CSE*B8	Study and analysis of an accident: Causes tree method	15 days of training
CSE*B9	Management and process audit	21 days of training
CSE*B10	Maritime safety	15 days of training
CSE*B11	Risk management in agri-food silos	15 days of training
CSE*B12	Methodologies for diagnosis and risk audit	21 days of training
CSE*B13	Defense against Fire (DCI)	15 days of training
CSE*B14	Implement a risk management cycle	21 days of training
CSE*B15	Preventing the risk of manual and mechanical handling	15 days of training
CSE*B16	The risk of fire and the means of extinction	15 days of training
CSE*B17	Management of safety, hygiene, and health awareness	21 days of training
CSE*B18	Personal protective equipment (PPE)	15 days of training
CSE*B19	ATEX: General and Regulatory	21 days of training
CSE*B20	Safe storage and transport of dangerous goods	15 days of training
CSE*B21	The main principles of fire and explosion	15 days of training

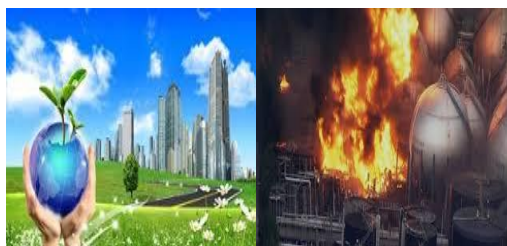
The Rates By number of participants								
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.680 Euro	3.680 Euro	3.470 Euro	3.330 Euro	3.140 Euro	3.050 Euro	2.910 Euro
In session	21 Days	4.030 Euro	4.030 Euro	3.810 Euro	3.690 Euro	3.440 Euro	3.210 Euro	3.160 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

1 Book of news on your theme, mobile phone for communication at lower costs, and many other surprises at the end of the seminar for more than 6 participants

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27 INDUSTRIAL RISKS

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CIR*E1	The study of danger and Poi	15 days of training
CIR*E2	Waste Management	15 days of training
CIR*E3	Industrial corrosion	15 days of training
CIR*E4	Sites with high technological risks	15 days of training
CIR*E5	Management of industrial threats	15 days of training
CIR*E6	Formulate and structure a risk prevention plan	15 days of training

	The Rates By number of participants							
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.890 Euro	3.890 Euro	3.870 Euro	3.650 Euro	3.440 Euro	3.330 Euro	3.110 Euro

28 ENVIRONMENTAL SAFETY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CES*1I	The most comprehensive small travel guide to OHSAS18001	15 days of training
CES*2I	The implementation of a management system, hygiene - safety - environment	21 days of training
CES*3I	Being HSE listener	15 days of training
CES*4I	On-site environmental safety management	21 days of training
CES*5I	Being responsible for HSE	15 days of training
CES*6I	Establish an occupational health and safety management system	21 days of training

29 INTELLIGENCE MANAGEMENT & STRATEGY

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CIMS*1L	The strategic management of public entrepreneurship	15 days of training
CIMS*2L	Good governance	15 days of training
CIMS*3L	The public investment program	21 days of training
CIMS*4L	The management of state finance	15 days of training
CIMS*5L	Procedures for the implementation of program contracts	21 days of training
CIMS*6L	Revenue optimization techniques	21 days of training
CIMS*7L	The GPO Approach to Public Finances	21 days of training
CIMS*8L	New techniques of external debt management	21 days of training
CIMS*9L	Regional economic integration	21 days of training
CIMS*10L	Trade Control and Economic Surveys	21 days of training
CIMS*11L	New techniques of drafting finance law	21 days of training
CIMS*12L	Technical methods and tools for disseminating laws and rules of the State	21 days of training
CIMS*13L	Domestic public debt management techniques	21 days of training
CIMS*14L	New Approaches to Managing Treasury Deficit	21 days of training
CIMS*15L	Revenue optimization techniques	21 days of training
CIMS*16L	The rationalization of the system of financing of the public treasury: Financial and legal aspects	21 days of training

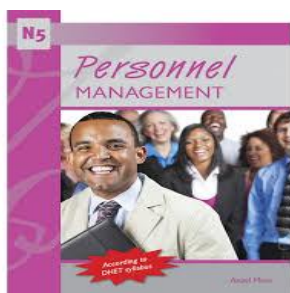
	The Rates By number of participants							
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.680 Euro	3.680 Euro	3.470 Euro	3.330 Euro	3.140 Euro	3.050 Euro	2.910 Euro
In session	21 Days	4.030 Euro	4.030 Euro	3.810 Euro	3.690 Euro	3.440 Euro	3.310 Euro	3.230 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

Various benefits: 1 Laptop, 1 USB key (16 GB) for the storage of your data, 1 key of broadband Internet connection, breakfast & breakfast.

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PERSONNEL MANAGEMENT

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CPM*U1	Interpersonal communication	15 days of training
CPM*U2	Company social insurance	15 days of training
CPM*U3	Become a social development leader	15 days of training
CPM*U4	Coaching of the administrative fabric and the psycho-educational staff	21 days of training
CPM*U5	Social Marketing	15 days of training
CPM*U6	Social risk mapping	21 days of training
CPM*U7	The techniques of social mediation	21 days of training

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MANAGEMENT AND PERFORMANCE

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CMP*G1	From Management to Leadership	21 days of training
CMP*G2	Change management	15 days of training
CMP*G3	Manager Tools	15 days of training
CMP*G4	Trading principles and strategies	21 days of training
CMP*G5	Optimize Team Time Management	15 days of training
CMP*G6	Access to results management	15 days of training
CMP*G7	Evaluate the performance of his company	21 days of training
CMP*G8	Manager Dashboard	15 days of training
CMP*G9	Management and Process Control	21 days of training
CMP*G10	The Fundamentals of Knowledge Management	21 days of training
CMP*G11	Improve the qualities of Leadership	15 days of training
CMP*G12	Evaluation and Strategic Audit of an organization	21 days of training
CMP*G13	Motivate and animate the Task Force	21 days of training
CMP*G14	Total performance management	15 days of training
CMP*G15	Principles and requirements of the SMGI (Global Management System)	21 days of training

The Rates By number of participants								
	Duration	1	2	3	4	5	6	more than 6
In session	15 Days	3.580 Euro	3.580 Euro	3.470 Euro	3.330 Euro	3.140 Euro	3.050 Euro	2.910 Euro
In session	21 Days	4.030 Euro	4.030 Euro	3.810 Euro	3.690 Euro	3.440 Euro	3.310 Euro	3.230 Euro

The tariff includes: Accommodation, training, documentation, a pedagogical kit complete, the coffee break, and transport onto the places of training and to the airport at the end of training.

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32.

SEMINARS IN REGIONAL

References	CYCLES OF THE MODULES	N°. of TRAINING Days
CSIR*1A	Engineering and piloting of energy projects	15 days of training
CSIR*2A	tools and strategies for the development of mining projects	21 days of training
CSIR*3A	stimulate the economic development of the territories	15 days of training

Who should attend:

Director / Manager / Project Manager / Assistant / Sector Expert - Official Institutional / AdministratorPublic / Investor / Director / Manager / Project Manager - Prefect / Public Administrator / Departmental Director / Economic and Social Operator / NGO

CITIES: ABIDJAN - ACCRA - BAMAKO - BRAZZAVILLE - CONAKRY - DAKAR - KINSHASA - LIBREVILLE - LAGOS - MONROVIA - NIAMEY - OUAGA - YAOUNDE

RATES PER NUMBER OF PARTICIPANTS (minimum) 17 ***	1,750 EUROS PER PARTICIPANT *** 15 DAYS
RATES PER NUMBER OF PARTICIPANTS (minimum) 17 ***	1,950 EUROS PER PARTICIPANT *** 21 DAYS
DATE OF THE SEMINAR, THE ASSESSMENT OF SEMINARIANS ***	



GENERAL CONDITIONS FOR SALES AND PARTICIPATION IN TRAINING OUR TRAINING OFFERS

12 days:.....Certificate of Comprehension Theoretical contribution, Case study, Practical exercises

15 days:Professional certificate Theoretical input, Case study, Practical exercises, Drafting of an action plan

21-30 days :.....Certificat of aptitude Professionnal, Cycles Responsibles

Ø Our courses are taught:

At any date chosen by the client, however, they must be ordered at least four (4) weeks before the start of the training.

Ø OUR TARIFFS: They are standard at all the training centers, but they vary according to the number of participants, the assumption of the accommodation by the Cabinet or by the partner.

NB: The accommodation-lunches-diners are taken care of the day before the start of the training until the departure of the recipient.

NB: For trainings outside Morocco we will send you a quotation upon receipt of your order.

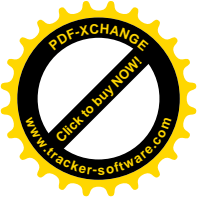
Ø GENERAL CONDITIONS OF PARTICIPATION

The participant can only take the training if the registration fees are received by our firm, or if the participant has proof of payment: transfer order to the account of.....

Ø Intra trainings and accompanying missions: the payment must be made as follows: 70% to the order before the travel of our experts; 30% at the end of the training or accompanying assignment

NB: if the partner wishes to take care of his expenses of stays (hotels, breakfasts, lunches or dinners), the prices will be reduced by: * 400 Euro per week

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PRINT - FILL - SCAN - SEND

Useful information	REGISTRATION FORM
<p>Information and Registration: CHYQAT-FORMATION a division of CHYQAT.SARL 39 Avenue LALLA YACOUT 5 étage Apt D CASABLANCA MAROC TEL : +212 622 319 449 Cel: +212 670 443 138 +212 681251925 Fax: +212 522 272 878 Skype : chyqat.sarl E-mail: contact@chyqat-formation.com chyqat@chyqat-formation.com</p> <p>Tariffs: All rates of the Sales Department are indicated in Euro net to be paid. The rates shown on the current year's training programs include accommodation, training and educational materials provided to each participant. Regulation: The payment of the price of the training, realized at the registration, cash and without discount carried out: - By check payable to CHYQAT.SARL - By direct bank transfer, specifying the name of the participant, the invoice number, the name of the company, to the order of CHYQAT.SARL</p> <p>* BENEFICIARY NAME: CHYQAT.SARL * BANK: BANQUE POPULAIRE * DOMICILIATION: BCP MAROCAINE CASABLANCA * N° account: 178 780 21211 980 3296 0017 65 * SWIFT CODE: BCPOMAMC</p> <p>DISCOUNT : In case of registration of several participants by the same structure or several registrations by the same trainee, discounts are granted as indicated in the tariff tables at the bottom of our training programs. Registration: The registration of any participant will be validated only after reception by CHYQAT-FORMATION - A REGISTRATION FORM duly completed and signed (and a letter valid for the organizations concerned) - Payment of training fees. Until the information bulletin and the regulations have been received by CHYQAT-FORMATION, it reserves the right to freely dispose of the places of the training sessions. Individuals with reduced mobility are asked to register at the time of registration, so that CHYQAT-TRAINING ensures the accessibility of the training places. Upon validation, CHYQAT-FORMATION sends a letter of confirmation, an invoice, and a letter of invitation from the participant to the General Manager of the client structure. ACCOMODATION: Upon confirmation of your registration, your hotel reservation is made at the Hotel d'Alsace 385 angle bld of El Jadida, and bld Abderrahaim Bouabib. You are welcomed on your arrival at the Mohamed V airport of CASABLANCA by a CHYQAT-TRAINING agent and taken to your hotel. Replacements - Cancellations - Reports -Any cancellation will be effective only after receipt of a written (fax, e-mail, mail), an acknowledgment of receipt sent by return to the training manager -The cancellation will not incur any costs if the participant is replaced by an employee of the same company with the same training needs (a new bulletin must be completed under the same conditions as the initial registration. Up to 10 working days before the first day of training, the registration fee will be deducted from a deduction of 100 Euro for administrative expenses. After this period until the working day preceding the training, CHYQAT-FORMATION will invoice the participant's company for a debit of 50% of the participation fee, amount not chargeable to the training budget. From the first day of training, all training costs will be retained and invoiced.</p>	<p>PLACE OF TRAINING: <input type="checkbox"/> ABIDJAN <input type="checkbox"/> CASABLANCA <input type="checkbox"/> CONAKRY <input type="checkbox"/> ACCRA <input type="checkbox"/> BRAZZAVILLE <input type="checkbox"/> DAKAR <input type="checkbox"/> LAGOS <input type="checkbox"/> PARIS <input type="checkbox"/> QUEBEC <input type="checkbox"/> YAOUNDE <input type="checkbox"/> THE PARTICIPANT <input type="checkbox"/> Mme <input type="checkbox"/> Mlle <input type="checkbox"/> Mr. name : First name: Convening address (if different from establishment) Function: Service: Seniority in the position: Basic qualification: Professional information: Seniority in the structure: Objective to be achieved at the end of the training: Phone: E-mail:</p> <p><input type="checkbox"/> TRAINING Title of Seminar Selected: Title of the chosen theme: Period of/...../.....2018...to...../...../.....2018</p> <p><input type="checkbox"/> ENTERPRISE OR ORGANIZATION OF PARTICIPANT Social reason: Address: Phone:/Fax: E-mail:</p> <p><input type="checkbox"/> PERSON IN CHARGE OF THE ADMINISTRATIVE MANAGEMENT OF REGISTRATION (if different) <input type="checkbox"/> Mme <input type="checkbox"/> Mrs <input type="checkbox"/> Mr.: name: First name : Function : Service : Phone : E-mail :</p> <p><input type="checkbox"/> GENERAL CONDITIONS OF SALE: Filling in this BULLETIN constitutes acceptance subject to the general conditions of Sale. If you have any questions regarding your registration, please contact COMMERCIAL DIRECTORATE on request by e-mail or by phone CHYQAT-FORMATION reserves the right to postpone the training, modify the venue, the content of the program or the facilitators, if Circumstances beyond its Control so require.</p> <p>Picture of participant</p> <div></div>



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