



# OCFON CONSULT

*(Corporate Trainers & Management Consultants)*

26, Ayinde Giwa Street, P. O. Box 6964, Surulere, Lagos.

Tel: 08037152984, 07055574370, 08083221083, 09098849270

E-mail: [ocfonconsult23@gmail.com](mailto:ocfonconsult23@gmail.com); [info@ocfonconsult.com](mailto:info@ocfonconsult.com); [www.ocfonconsult.com](http://www.ocfonconsult.com)

In collaboration with NIPR, ICAN AND B & SSC

DEC. 12, 2022

Dear Sir,

## **INVITATION TO ATTEND THE 2023 GENERAL CONFERENCES AND WORKSHOPS**

We invite you to attend our **2023 Conferences/Training Schedule**. These conferences are designed to enhance the skills and competences of your executives for quality performance.

OCFON CONSULT has the capacity to design and offer a wide range of courses and can arrange **INTERNATIONAL CONFERENCES** for your organization. The duration and fee for each course could be adjusted for any In-plant training desired to fit in with your requirements, based on our terms of agreement.

Please, do not hesitate to contact us for any details you may require. We expect your nominations in good time to enable us prepare adequately for your comfort. **Note that prior Registration and Payment is required.**

Thanks for your usual patronage.

Yours faithfully,

**OCFON CONSULT**

**NWAOKOCHA O. C. FIDELIS,**

**Coordinating & Managing Consultant/CEO**

S/N	CONFERENCE TITLES	VENUE/DATE-2023	FEE=N	VIRTUAL 2 DAYS (TH & FR)	FOR
1	BASIC LIFE SKILLS (SOFT SKILLS) FOR EXECUTIVES	FEB. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 2-5, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 26-29, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 1-4, 2023 @ EDO HOUSE, ABUJA SEPT. 5-8, 2023 @ BEZER HOTEL, OTA OCT. 10-13, 2023 @ LINKS HOTEL, OWERRI OCT. 31-NOV. 3, 2023 @ WHITE HOUSE HOTEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	100,995	ALL PERSONNEL ACROSS UNITS, SECRETARIES AND PERSONAL ASSISTANTS.
2	MODERN RECORD MANAGEMENT AND RECORD TRACKING AND SECURITY FOR OFFICERS	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023 @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	RECORDS, MAIL AND DOCUMENT HANDLERS IN ORGANIZATIONS
3	MANAGEMENT SKILLS FOR OFFICE ASSISTANTS, CLERKS AND RECEPTIONISTS.	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023 @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	ALL JUNIOR CLERICAL EXECS., MESSENGERS, OFFICE ATTENDANTS, ETC
4	EXECUTIVE SECRETARIES MANAGEMENT DEVELOPMENT COURSE: IMPROVING MANAGEMENT SKILLS FOR SECRETARIES	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023 @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	ALL EXECUTIVE SECRETARIES AND PERSONAL ASSISTANTS
5	ADVANCED SKILLS COURSE FOR SECRETARIES AND PERSONAL ASSISTANTS	MARCH 6-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 3-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 24-28, 2023 @ EKLIPS HOTEL, SANGO OTA	129,990	100,995	FOR EXECUTIVE SECRETARIES, PERSONAL ASSISTANTS AND OFFICE ADMINISTRATORS

5	ADVANCED SKILLS COURSE FOR SECRETARIES AND PERSONAL ASSISTANTS	AUG. 28-SEPT. 1, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 25-29, 2023 @ BEZER HOTEL, OTA OCT. 23-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-DEC. 1, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	FOR EXECUTIVE SECRETARIES, PERSONAL ASSISTANTS AND OFFICE ADMINISTRATORS
6	PROFESSIONAL BUSINESS WRITING SKILLS AND MEETING MANAGEMENT FOR SECRETARIES, PAs, EXECUTIVE SEC. AND SENIOR SECRETARIES	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023, @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	ALL SERETARIES, PAS AND OFFIE ADMIN ACROSS UNITS
7	MANAGING CONFIDENTIAL INFORMATION & DOCUMENT SECURITY: EXCELLENCE IN DOCUMENT AND MAIL HANDLING/REGISTRY MANAGEMENT AND ADMINISTRATION	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023, @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	RECORD HANDLERS IN PUBLIC AND PRIVATE INSTITUTIONS
8	EFFECTIVE OFFICE ADMIN AND MANAGEMENT FOR OFFICERS	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023, @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	OFFICE ADMINISTRATORS, ADMIN OFFICERS, HRM, EXECUTIVE ASSISTANTS, OFFICE ADMINISTRATORS, ADMIN OFFICERS, HRM, EXECUTIVE ASSISTANTS, ETC.
9	TOTAL QUALITY MANAGEMENT AND EFFECTIVE SERVICE DELIVERY	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023, @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	LINE MANAGERS, SUPERVISORS, SERVICE DELIVERY EXECUTIVES, ETC. WHO DRIVES IMPROVEMENTS.
10	LEADERSHIP BEST PRACTICES: MANAGING FOR HIGH PERFORMANCE	MARCH 6-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 3-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 24-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-SEPT. 1, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 25-29, 2023 @ BEZER HOTEL, OTA OCT. 23-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-DEC. 1, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	MANAGERS & EXECUTIVES WHO CREATES IDEAS & DRIVES IMPROVEMENTS.

### NURSING AND SERVICE DELIVERY COURSES

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11	PERSONAL EFFECTIVENESS FOR NURSES AND MEDICAL PERSONNEL	JAN. 30-FEB. 2, 2023, @ BEZER HOTEL, OTA MARCH 27-30, 2023 @ EDO HOUSE, ABUJA APRIL 17-20, 2023 @ WHITE HOUSE, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 17-20, 2023 @ WHITE HOUSE HOTEL, IKEJA AUG. 14-17, 2023 @ WESTERN BRICKS HOTEL, ENUGU SEPT. 4-7, 2023, @ BEZER HOTEL, OTA OCT. 9-12, 2023 @ LINKS HOTEL, OWERRI NOV. 6-9, 2023, @ BEZER HOTEL, OTA	119,990	VIRTUAL 2 DAYS 100,995	NURSES AND HEALTH PERSONNEL, ETC
12	EFFECTIVE PATIENT CARE AND EXCEPTIONAL SERVICE DELIVERY FOR NURSES AND HEALTH ATTENDANTS: HOW TO ATTAIN HIGH PATIENT SATISFACTION	JAN. 30-FEB. 2, 2023, @ BEZER HOTEL, OTA MARCH 27-30, 2023 @ EDO HOUSE, ABUJA APRIL 17-20, 2023 @ WHITE HOUSE, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 17-20, 2023 @ WHITE HOUSE HOTEL, IKEJA AUG. 14-17, 2023 @ WESTERN BRICKS HOTEL, ENUGU SEPT. 4-7, 2023, @ BEZER HOTEL, OTA OCT. 9-12, 2023 @ LINKS HOTEL, OWERRI NOV. 6-9, 2023, @ BEZER HOTEL, OTA	119,990	100,995	NURSES AND HEALTH ATTENDANTS
13	BASIC LIFE SUPPORT COURSE FOR NURSES AND OTHER HEALTHCARE PROVIDERS (BLS)	FEB. 7-9, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 25-27, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 7-9, 2023, @ BEZER HOTEL, OTA JULY 12-14, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 13-15, 2023 @ WHITE HOUSE HOTEL, IKEJA OCT. 25-27, 2023 @ DE EKLIPS HOTEL, SANGO OTA NOV. 22-24, 2023 @ WHITE HOUSE HOTEL, IKEJA	N129,990 INCLUSIVE OF LICENCE FROM AMERICAN HEART FOUNDATION (AHF)	N/A	NURSES AND OTHER MEDICAL PERSONNEL/HEALTH ATTENDANTS

### SECURITY, SAFETY AND DRIVERS COURSES

14	SECURITY & SAFETY SKILLS FOR SECURITY PERSONNEL	JAN. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA FEB. 28-MARCH 3, 2023, @ BEZER HOTEL, OTA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 25-28, 2023, @ WHITE HOUSE HOTEL, IKEJA MAY. 23-26, 2023 @ ELIPS HOTEL, SANGO, OTA JUNE. 27-30, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 11-14, 2023 @ WHITE HOUSE HOTEL, IKEJA AUG. 22-25, 2023 @ LINKS HOTEL OWERRI SEPT. 19-22, 2023 @ EDO HOUSE, ABUJA OCT. 24-27, 2023 @ BEZER HOTEL, OTA NOV. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	100,995	SECURITY PERSONNEL, SAFETY OFFICERS, ETC.
15	INDUSTRIAL SECURITY AND SAFETY SKILLS: INTELLIGENCE GATHEING, THREAT ANALYSIS AND INVESTIGATION	JAN. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA FEB. 28-MARCH 3, 2023, @ BEZER HOTEL, OTA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 25-28, 2023 @ WHITE HOUSE HOTEL, IKEJA MAY. 23-26, 2023 @ ELIPS HOTEL, SANGO, OTA JUNE. 27-30, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 11-14, 2023 @ WHITE HOUSE HOTEL, IKEJA	119,990	100,995	ALL INDUSTRIAL SECURITY EXECUTIVES

15	IN INDUSTRIAL SECURITY AND SAFETY SKILLS: INTELLIGENCE GATHEING, THREAT ANALYSIS AND INVESTIGATION	AUG. 22-25, 2023 @ LINKS HOTEL OWERRI SEPT. 19-22,202 @ EDO HOUSE, ABUJA OCT. 24-27, 2023 @ BEZER HOTEL, OTA NOV. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	100,990	ALL INDUSTRIAL SECURITY EXECUTIVES
16	SAFETY, FIRE AND ACCIDENT PREVENTION: FIGHTING AND CONTROL WORKSHOP	JAN. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA FEB. 28-MARCH 3, 2023, @ BEZER HOTEL, OTA MARCH 28-31,2023 @ EDO HOUSE, ABUJA APRIL 25-28, 2023 @ WHITE HOUSE HOTEL, IKEJA MAY. 23-26, 2023 @ ELIPS HOTEL, SANGO, OTA JUNE. 27-30, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 11-14, 2023 @ WHITE HOUSE HOTEL, IKEJA AUG. 22-25, 2023 @ LINKS HOTEL OWERRI SEPT. 19-22,2023 @ EDO HOUSE, ABUJA OCT. 24-27, 2023 @ BEZER HOTEL, OTA NOV. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	N/A	SAFETY PROFESSIONALS, SECURITY PROFESSIONALS, ETC.
17	OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENTAL MANAGEMENT.	JAN. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA FEB. 28-MARCH 3, 2023, @ BEZER HOTEL, OTA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 25-28, 2023 @ WHITE HOUSE HOTEL, IKEJA MAY. 23-26, 2023 @ ELIPS HOTEL, SANGO, OTA JUNE. 27-30, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 11-14, 2023 @ WHITE HOUSE HOTEL, IKEJA AUG. 22-25, 2023 @ LINKS HOTEL OWERRI SEPT. 19-22,2023 @ EDO HOUSE, ABUJA OCT. 24-27, 2023 @ BEZER HOTEL, OTA NOV. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	100,990	HEALTH AND SAFETY PROFESSIONAL, SECURITY EXECUTIVES, ETC.
18	DEFENSIVE DRIVING, SAFE MOTORING AND COMMUNICATION SKILLS FOR DRIVERS AND MAINTENANCE EXECUTIVES	FEB. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 2-5, 2023, @ WHITE HOUSE HOTEL, IKEJA JUNE 26-29, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 1-4, 2023 @ EDO HOUSE, ABUJA SEPT. 5-8, 2023 @ BEZER HOTEL, OTA OCT. 10-13, 2023 @ LINKS HOTEL, OWERRI OCT. 31-NOV. 3, 2023 @ WHITE HOUSE HITEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	109,990	89,995	FOR ALL DRIVERS / FLEET OPERATORS, MECH/DRIVERS, MAINTENANCE OFFICERS ETC.

### PERFORMANCE, HR & GENERAL COURSES

19	SUPERVISORY MANAGEMENT TEAM BUILDING AND LEADING SKILLS FOR IMPROVED PERFORMANCE & ORGANISATIONAL EXCELLENCE	MARCH 6-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 3-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 24-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-SEPT. 1, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 25-29, 2023 @ BEZER HOTEL, OTA OCT. 23-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-DEC. 1, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	LINE MANAGERS AND SUPERVISORS ACCROSS UNITS, SENIOR ADMIN EXECUTIVES PERSONNEL OFFICERS, ETC.
20	HUMAN RESOURCE MANAGEMENT, TRAINING AND CAREER DEVELOPMENT PROGRAMME FOR HR EXECUTIVES AND TRAINERS	MARCH 6-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 3-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 24-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-SEPT. 1, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 25-29, 2023 @ BEZER HOTEL, OTA OCT. 23-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-DEC. 1, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	HR EXECUTIVES, ADMIN OFFICERS, TRAINING MANAGERS
21	TOOLS FOR PERFORMANCE MANAGEMENT AND PRODUCTIVITY IMPROVEMENT FOR ORGANISATION EXCELLENCE	MARCH 6-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 3-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 5-9, 2023 @ BEZER HOTEL, OTA JULY 24-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-SEPT. 1, 2023, @ WHITE HOUSE HOTEL, IKEJA SEPT. 25-29, 2023 @ BEZER HOTEL, OTA OCT. 23-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-DEC. 1, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	129,990	100,995	LINE MANAGERS AND SUPERVISORS ACCROSS UNITS, SENIOR ADMIN EXECUTIVE, ETC.

### PUBLIC RELATIONS, PROTOCOL, MARKETING & CUSTOMER SERVICE

22	ETHICS AND CODE OF CONDUCT FOR PROTOCOL OFFICERS, PUBLIC RELATIONS EXECUTIVES AND WORKTEAM	FEB. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 2-5, 2023, @ WHITE HOUSE HOTEL, IKEJA JUNE 26-29, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 1-4, 2023 @ EDO HOUSE, ABUJA SEPT. 5-8, 2023 @ BEZER HOTEL, OTA OCT. 10-13, 2023 @ LINKS HOTEL, OWERRI OCT. 31-NOV. 3, 2023 @ WHITE HOUSE HITEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	OPEN 119,990	VIRTUAL 2DS N100 995	ALL PROTOCOL & PR EXECUTIVES, CORPORATE AFFAIRS, ETC .
23	PUBLIC RELATION SKILLS, ASSERTIVENESS TECHNIQUES AND INTERPERSONAL RELATIONS FOR OFFICERS	FEB. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 2-5, 2023, @ WHITE HOUSE HOTEL, IKEJA JUNE 26-29, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 1-4, 2023 @ EDO HOUSE, ABUJA SEPT. 5-8, 2023 @ BEZER HOTEL, OTA OCT. 10-13, 2023 @ LINKS HOTEL, OWERRI OCT. 31-NOV. 3, 2023 @ WHITE HOUSE HITEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119,990	100,995	PUBLIC RELATIONS OFFICER/MANAGERS & SUPERVISORS ACROSS UNITS & DEPARTMENTS, ETC
24	EFFECTIVE & EFFICIENT MANAGEMENT OF PROFESSIONAL PROTOCOL SERVICES FOR EXECUTIVES	FEB. 14-17, 2023 @ WHITE HOUSE HOTEL, IKEJA MARCH 28-31, 2023 @ EDO HOUSE, ABUJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 2-5, 2023, @ WHITE HOUSE HOTEL, IKEJA JUNE 26-29, 2023 @ WESTERN BRICKS HOTEL, ENUGU JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 1-4, 2023 @ EDO HOUSE, ABUJA SEPT. 5-8, 2023 @ BEZER HOTEL, OTA OCT. 10-13, 2023 @ LINKS HOTEL, OWERRI OCT. 31-NOV. 3, 2023 @ WHITE HOUSE HITEL, IKEJA DEC. 19-22, 2023 @ BEZER HOTEL, OTA	119, 990	100, 995	PROTOCOL OFFICERS, PR, CORPORATE AFFAIRS, EVENT MANAGERS, , HR, ADMIN OFFICERS, SECRETARIES, PAS, ETC.
25	STRATEGIC CORPORATE COMMUNICATION & MEDIA RELATIONS FOR EXECUTIVES	MARCH 7-10, 2023 @ WHITE HOUSE HOTEL, IKEJA APRIL 4-7, 2023 @ BEZER HOTEL, OTA, OGUN STATE MAY 23-26, 2023 @ WHITE HOUSE HOTEL, IKEJA JUNE 6-9, 2023 @ BEZER HOTEL, OTA JULY 25-28, 2023 @ EKLIPS HOTEL, SANGO OTA AUG. 28-31, 2023, @ white house HOTEL, IKEJA SEPT. 26-29, 2023 @ BEZER HOTEL, OTA OCT. 24-27, 2023 @ WHITE HOUSE HOTEL, IKEJA NOV. 27-30, 2023 @ BEZER HOTEL, OTA DEC. 26-29, 2023 @ WHITE HOUSE HOTEL, IKEJA	139, 990	100, 995	PUBLIC RELATIONS EXECUTIVES, MEDIA EXECUTIVES, ETC.

**2023, OCFON CONSULT INTERNATIONAL CONFERENCES**

<b>26</b>	<b>MANAGEMENT CAPACITY BUILDING AND SKILL DEVELOPMENT FOR OFFICERS</b>	JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI JULY 23-29,2023 @ CRYSTAL PALM HOTEL, ACCRA SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 22-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	\$ <b>3,500</b>	MANAGERS, SUPERVISORS, SENIOR SECRETARIES, PAS. ETC.
<b>27</b>	<b>MANAGING PUBLIC RELATIONS FUNCTIONS AND PROTOCOL MANAGEMENT FOR EXECUTIVES</b>	APRIL 23-29, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 23-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	<b>3,500</b>	PR EXECUTIVES, LABOUR / UNION OFFICERS, ADMIN, HR, CORPORATE AFFAIRS, ALL MANAGERS, ETC
<b>28</b>	<b>ADVANCED MANAGEMENT AND LEADERSHIP DEVELOPMENT COURSE FOR EXECUTIVES IN THE 21<sup>ST</sup> CENTURY</b>	JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI JULY 23-29,2023 @ CRYSTAL PALM HOTEL, ACCRA SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 22-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	<b>3,500</b>	KEY MANAGERS IN BOTH PRIVATE, PUBLIC AND COMMERCIAL SECTORS AND AT VARIOUS ARMS OF GOVERNMENT, DIRECTORS ,GMS, ETC
<b>29</b>	<b>MANAGEMENT MASTER CLASS FOR SENIOR SECRETARIES AND PERSONAL ASSISTANTS</b>	JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI JULY 23-29,2023 @ CRYSTAL PALM HOTEL, ACCRA SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 22-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	<b>3,500</b>	SENIOR MANAGERS SECRETARIES AND PERSONAL ASSISTANTS, ADMIN OFFICERS AND LEGAL OFFICERS.
<b>30</b>	<b>LEADERSHIP MASTER CLASS: BEST PRACTICES, CREATIVITY AND PEAK PERFORMANCE</b>	MARCH 5-10, 2023@ EMIRATE CONCORDE HOTEL, DUBAI JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 22-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	<b>\$3,500</b>	<b>DIRECTORS, MANAGERS, PR, CORPORATE AFFAIRS, PROTOCOL, , HR, PERM SECS, ETC.</b>
<b>31</b>	<b>ADDING VALUE TO LEADERSHIP AND MANAGEMENT IN GOVERNANCE</b>	MARCH 5-10, 2023@ EMIRATE CONCORDE HOTEL, DUBAI JUNE 18-24,2023 @ EMIRATE CONCORDE HOTEL, DUBAI SEPT.24-30, 2023 @ CRYSTAL PALM HOTEL, ACCRA OCT. 22-28, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI NOV. 19-25, 2023 @ CRYSTAL PALM HOTEL, ACCRA DEC. 17-23, 2023 @ EMIRATE CONCORDE HOTEL, DUBAI	<b>3,500</b>	CEO OF LGC,LEGISLATIVE COUNCILS ,SENIOR GOVERNMENT OFFICIALS AND PARASTATALS, ETC.

**ACCOUNT DETAILS:** Acct Name: OCFON CONSULT; Acct Number: 0136107322; Sort Code: 058152670; Bank: GT BANK PLC. VISIT [WWW.ocfonconsult](http://WWW.ocfonconsult) for full Training Schedules.