

PROJECT MANAGEMENT TRAINING COURSE 2017

"FOUNDATION OF STRUCTURED PM THROUGHOUT PROJECT LIFE-CYCLE"

Organized by Engineering Advancement Association of Japan (ENAA)

About the seminar

ENAA developed this course by entrust from Ministry of Economy, Trade and Industry of Japan. It provides comprehensive knowledge and skills of overall project management for promising young engineers who work in international engineering and construction fields.

Who should Attend

- Engineers working for Japanese engineering companies, including general constructors and affiliated companies.
- Engineers in pursuit of a project management position/career for construction projects
- Individuals who need to strengthen their project management knowledge and skills

Number of Participants

36 participants (on a first- come -first- served basis)

Course Benefits

1. Learn the overall Engineering Project Management fundamentals and a major management method adapted in Japan.
2. Enhance practical knowledge and skills throughout all stages of project management.
3. Learn how to build the common understanding with Japanese and other engineers in engineering and construction project management.

Note

All participants are required to fill out a registration form attached.

Speaker and Moderator

Mr. TADASHI NOMURA

Tadashi Nomura has been a lecturer for Project Management for ENAA and also universities including Nippon Univ., Chuo Univ. in Japan. Since he was engaged for TPI Project in Iraq, 1979, he worked as Project Manager overseas in the field of Civil and Engineering and also undertook subsidiary companies as Managing Director in Europe for over 20 years during his career. He took assignment as committee member of several government sectors such as Cabinet Office and Ministry of Land Infrastructure and Transport in Japan. He is a qualified Architect and a Senior Adviser to Japan PFI/PPP Association.

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General Information

Dates : **3rd-4th October 2017**

Time : 9:00a.m. - 5:30p.m each day (Registration at 8:30)

Speaker & Moderator : Mr. Tadashi Nomura

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Participation Fee : **RP 3,400,000** (Including training materials and lunch and refreshments for training periods)

***It does not include VAT10%. Please add 10% when you make payment.**

*Payments by bank transfer to

Bank Name : Bank Rakyat Indonesia(BRI)

BRI Giro No, 0096.01.002687.30.0 "PT.SAKAI MITRA JAYA"

*Payment should be made before 22nd September 2017.

*Registration Form and bank slip should be fax to 021-789-3043

or E-mail to: info@sakai-mitrajaya.com, or post to

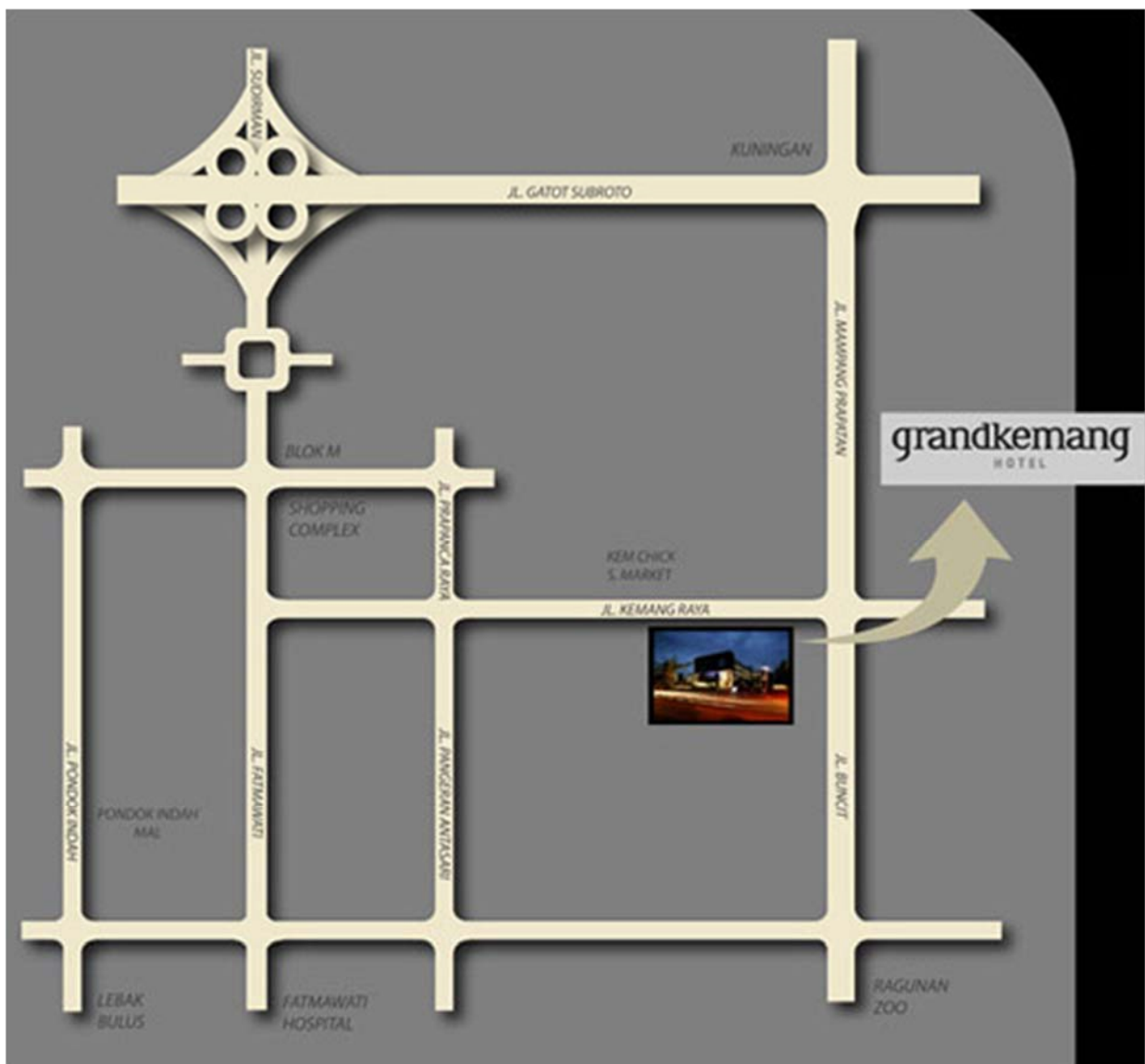
"PT.SAKAI MITRA JAYA" (see next page for mailing address)

Venue : **Grand Kemang Hotel :**

(<http://www.mesahotelsandresorts.com/grandkemang/>)

Jln. Kemang Raya 2H, Kebayoran Baru, Jakarta 12730, Indonesia

Phone : (021) 7194121 Fax : (021) 7190405



Course Program

Day 1 3rd October (Tue)	Day 2 4th October (Wed)
<p>Opening & Introduction Lecture and Exercise based on ENAA Text Book 'Project Management Training Course'</p> <p><u>What's Project Management?</u></p> <ul style="list-style-type: none">- Overall understanding of Project and the Management <p><u>Pre-Contract Activity</u></p> <ul style="list-style-type: none">- From Feasibility study to Contract Stage <p><u>Planning</u></p> <ul style="list-style-type: none">- Planning Management incl. Schedule Control, Cost Planning and Management, Risk Management; Communication Management; Project Information Management Planning <p><u>Exercise on Specific Topic after Audio Visual presentation</u></p> <p><u>Q & A</u></p>	<p>Lecture and Exercise based on ENAA Text Book 'Project Management Training Course'</p> <p><u>Project Execution</u></p> <ul style="list-style-type: none">- Roles of Project Manager etc. <p><u>Controlling & Closing</u></p> <ul style="list-style-type: none">- Project Control, Schedule Control, Cost Control; Process, Value Management, Management, Risk Management etc- Closing procedure; for main contract and sub-contract <p><u>Workshop</u></p> <ul style="list-style-type: none">- A project introduced by AV media- Group work on given missions- Presentation of work by each group- Brain storming <p><u>Q & A</u></p> <p><u>Short Test</u></p> <p>Certificate Awarding and Closing</p>

Note: Contents of program are subject to change.

Applications & Inquiries

General Inquiries

ENGINEERING ADVANCEMENT ASSOCIATION OF JAPAN (ENAA)
3-18-9 Toranomom Minato-Ku Tokyo 105-0001 (Postal code) Japan
E-Mail : kkz@enaa.or.jp

Contact in Indonesia

PT.SAKAI MITRA JAYA (Correspondent Agent)

18 Office Park 15th Floor, Jl. TB Simatupang Kav18 JAKARTA
E-mail: info@sakai-mitrajaya.com
Tel: 0882-1039-2420 Fax: 021-789-3043

The Engineering Advancement Association of Japan (ENAA)

ENAA is a non-profit organization established in 1978 with the support of the Ministry of International Trade & Industry of Japan to promote the advancement of engineering capabilities and the development of the engineering service industry. Members of ENAA consists of approx. 217 companies (as of April, 2016) covers wide range of industries.

URL: <http://www.enaa.or.jp/>

REGISTRATION FORM for PROJECT MANAGEMENT TRAINING PROGRAM

Please fill-in this Registration Form & E-mail to info@sakai-mitrajaya.com
or Fax to 021-789-3043

Application deadline: 22th September 2017

I am/we are* confirmed to attend the training program on PROJECT MANAGEMENT TRAINING PROGRAM on 3rd – 4th October 2017.

Name: _____

(Contact Person)

Designation: _____ Email: _____

Tel no: _____ Fax no: _____

Company's name: _____

Co. address _____

Name of Participants:-

[illegible]

Participant's Information:

Participant's Name ;			
Age	Years	Gender	Female / Male
Company Name			
Section/Department			
Title;			
Practical Experience <input type="checkbox"/> YES <input type="checkbox"/> NO	Please check X if you have a practical experience	Years of Experience	Please describe major experiences/ major projects
	Engineering (Planning, Designing)	years	
	Procurement	years	
	Construction	years	
	Others	years	
Site Experience <input type="checkbox"/> YES <input type="checkbox"/> NO			
Most Prioritized Topics to learn from this program	Please select one of the most prioritized topics and check X In <input type="checkbox"/> box		
	<input type="checkbox"/> Pre-Contract Activity		
	<input type="checkbox"/> Planning	<input type="checkbox"/> Schedule control <input type="checkbox"/> Cost planning and management <input type="checkbox"/> Risk management <input type="checkbox"/> Communication management <input type="checkbox"/> Project information management	
	<input type="checkbox"/> Project Execution		
	<input type="checkbox"/> Controlling & Closing	<input type="checkbox"/> Project control <input type="checkbox"/> Value Management <input type="checkbox"/> Closing Procedure	
	<input type="checkbox"/> Others (Please specify)		

Please note the name filled above will be transcribed for the individual certificate.