

TRAINING CATALOGUE

20 25

TUNIS - DAKAR - PARIS



**PROFESSIONAL CERTIFICATIONS
INTERNATIONAL SEMINARS**



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CODEV INTERNATIONAL

CODEV International is an esteemed capacity-building institute committed to driving sustainable development across Africa. With a profound understanding of the region's diverse needs and challenges, we offer tailored training programs, workshops, and consulting services designed to empower individuals and organizations to excel in their endeavors. By fostering a culture of innovation, inclusivity, and continuous learning, CODEV International is proud to play a pivotal role in building the next generation of leaders and fostering a brighter future for Africa.



"We are dedicated to nurturing and empowering a new generation of leaders, equipped with the best practices to drive change towards transparent governance, centered on sustainable development"

Rym Raddaoui
CEO CODEV International

OUR MISSION

Our mission keeps us at the vanguard of professional opportunities for the African community; opportunities that make their insertion in a globalized world easier in such a way that will place them in a continuous process of professional evolution, generating new skills and capabilities within a practical, and applicable context. With a comprehensive portfolio of activities and training programs, mentees will develop new skills through a broad array of expertise that enable them to pursue an applicable experience and professional development. We seek to be part of the professional success of our mentees by sharing our knowledge and expertise to attain the objective pursued through extensive technical cooperation programs. Our training programs embraces a multidimensional approach to sustainable development. In our institute, mentees will undergo several seminars, workshops and specialized activities in order to deliver more effective and engaging training programs, increase learning retention and enhance their methods of delivery.



PARTICIPATION IN CONFERENCES AND FAIRS



BUSINESS SITE TOURS



MEETING WITH PROFESSIONAL MENTORS



OUR VISION

CODEV International's vision is deeply ingrained in its history and distinctive positioning. In the near future, CODEV International aims to emerge as a preeminent leader among international institutions dedicated to fostering development in Africa. This aspiration encompasses not only the public and private sectors but also aligns seamlessly with the development goals outlined for the African continent



VALUES

Pedagogical development :

Dedicated to delivering top-quality training programs that prioritize participant learning and skill development

Adaptability and Relevance:

Continuously striving to tailor training programs to meet the changing needs of the public, semi-public, and private sectors in Africa.

Inclusion and Diversity:

Promoting an inclusive environment that welcomes and values the diversity of participants, instructors, and perspectives..



Our intellectual and organizational services are guided by a quality-driven approach.

Accordingly, we establish quality measurement indicators to consistently enhance our performance.

A comprehensive evaluation process is implemented before, during, and after our services, during which participants are asked to complete a questionnaire assessing the current situation and evaluating the quality of learning, the attainment of pedagogical objectives, and the training environment. We pledge to respond promptly to address any potential dissatisfaction.

NETWORK OF HIGHLY QUALIFIED EXPERTS INTERVENING

- Endowed with cutting-edge expertise.
- Leveraging operational knowledge and best practices.
- Recognized for their post-training monitoring skills.
- Accustomed to an innovative, interactive, and collaborative learning approach.
- Possessing a high degree of adaptability.

AN ATTENTIVE SUPPORT TEAM

- Endowed with a deep understanding of the traditional cultures of African communities.
- Proficient in tools for close communication.
- Equipped with a solid training in carrying out her function.
- Available and attentive to the needs of the participants.

WELL-DESIGNED TRAINING SPACES FOSTERING COMMUNICATION AND LEARNING

- Connected and fully equipped for teaching and learning both in-person and remotely.
- Comfortable and welcoming.
- Environment providing relaxation and conviviality spaces.
- Located in capitals and tourist cities, close to all amenities.

A DEDICATED AND MOBILIZED PEDAGOGICAL TEAM

- Strong ability to listen to and analyze the needs and expectations of potential clients.
- Always ready to guide towards the choice of the most suitable training.
- Assists in selecting the most relevant training.
- Establishes a personalized training path or organizes custom training
- A responsiveness that enables handling the most urgent requests.

Institutional Support



CODEV International: A Strategic Partner for Capacity Building in Development

Institutional strengthening is a high priority for CODEV. It has always been an essential and central element of our activity since our inception. Our initiative purposefully has paved the way for CODEV International to be the preferred destination for African managers and executives to develop and enhance their skills in a sustainable learning environment that advances capacity building pursuits and enhance skills acquisition through the delivery of outstanding services, identifiable values, and exceptional experiences.

In short, we have a proven record of accomplishment, no matter what industry you are in; we have the tools and the necessary experience to customize the ideal solution to effectively train your employees.

CODEV provides a positive experience that defines success broadly. We contribute to improved performance in development projects and public institutions through better management of resources and capacity building.

We seek to impart an exceptional educational experience centered on high-quality practical instruction and a relevant curriculum. CODEV International inspires to meet participants' needs, provides a safe environment where diversity is supported and have up-to-date technology and facilities to make sure that participants can immediately begin transferring what they have learned to their daily work.

CODEV International is committed to offering you the best training seminars that help you achieve your goals and succeed in your projects. We seek to provide trainings that prepare each participant to face current and future major professional challenges.

A major part of our effort is to offer training opportunities to improve performance at both the personal and institutional level, which can be applied in a wide range of business sectors.

CODEV International

A support to the public administration

Africa is struggling with the challenge of Human resource development, in particular with its public sector. An efficient and motivated public service is fundamental to governance and to the formulation and implementation of economic and social policy.

Anxious to contribute effectively to the development and improvement of public policies and state governance systems, CODEV International has placed public administration sector at the scale of its priorities. Since its creation, CODEV has pursued its mission to contribute to the emergence of an efficient public sector by helping governments, both at central and sub-national levels, in the implementation of Results Based Management (RBM) while offering innovative solutions to promote the quality of public programs and services.



We provide support and expertise to many public organizations, including cross-sectoral and sectoral ministries, deconcentrated or decentralized public-sector organizations, parastatal organizations, state-owned companies, technical and financial partners, etc, offering a rich and diverse range of consulting services, training programs and decision support system



Study Trips

In order to enhance the value of its services, the International CODEV Institute places significant emphasis on conducting technical workshops led by professionals, as well as organizing visits to key sites, to promote the exchange of best practices and experiences.



Cooperative Agreement

The General Directorate of Taxes (DGI)



As part of an international cooperation mission aimed at promoting institutional capacity development and modernizing tax practices, CODEV International had the honor of organizing a seminar in Paris, France, for the General Directorate of Taxes (DGI) of the Democratic Republic of Congo. This specialized training, focused on "Management and Monitoring of Tax Arrears in Public Accounts," aimed to strengthen the skills of DGI executives in effectively managing tax arrears, thereby contributing to greater transparency and efficiency in public finances.



Cooperative Agreement

Ministry of Pre-University Education and Literacy -
MEPUA



Cooperative Agreement

Ministry of Pre-University Education and Literacy -
MEPUA



The recent training mission, focused on "MELQO Assessment Tools," was conducted in association with the Ministry of National Education and Literacy of Guinea.

During this mission, our team visited several primary schools in Conakry, including EP Les Dabadins, EP Kipe, and DS Écureuil. We shared essential knowledge about MELQO Assessment Tools, with the aim of enhancing the quality of teaching and learning.

Our commitment to improving education in Africa remains steadfast, and we will continue to work hand in hand with our partners to achieve this common goal



Cooperative Agreement

Ministry of National Education and Literacy Promotion of the Republic of Guinea



CODEV International has developed a cooperation partnership with the Ministry of National Education and Literacy Promotion of the Republic of Guinea, aimed at providing institutional support to the Ministry for the upgrading of teaching and administrative staff. Through this partnership, CODEV International mobilizes its expertise to create and oversee capacity-building activities and provide technical assistance in various areas of expertise related to the fields of intervention of the Guinean Ministry of National Education and Literacy Promotion. This agreement aims to enhance the development of the skills base of teachers, planners, and education managers, as well as the use of technology to improve the quality of education and training.



Cooperative Agreement

Central African Energy - ENERCA



Capacity-building missions of senior officials of the Central African Energy ENERCA) as part of the training “Strengthening the transmission network between substations”



Benin Airports Company - SAB



Institutional Capacity Building Missions for Benin Airports Company - SAB



Ministry of Population and Solidarity - Madagascar



Training , Technical and Managerial Assistance for the benefit of senior officials of the Ministry of Population and Solidarity - Madagascar



Lesotho Electricity Company – LEC



Training missions for executives of the Lesotho Electricity Company – LEC on " FIDIC Contracts "



Cooperative Agreement

The Inclusive Basic Service Delivery and Livelihood Empowerment Integrated Program



Capacity-building missions of senior officials of the Federal Ministry of Water Resources and AFDB Project (The Inclusive Basic Service Delivery and Livelihood Empowerment Integrated Program)



Douala Urban Community - Cameroon



Missions to strengthen the institutional capacities of executives and agents of the Douala Urban Community - Cameroon



Ministry of Agriculture, Fisheries, Environment, and Tourism - Comoros



Training , Technical and Managerial Assistance for the benefit of senior officials of the Ministry of Agriculture, Fisheries, Environment, and Tourism - Comoros



The National Association of Municipalities of Benin (ANCB) : OMIDELTA



Training missions for executives of the National Association of Municipalities of Benin (OMIDELTA - Program) on " Planning , Execution and Monitoring & Evaluation of Projects and Programs "



Cooperative Agreement

African Training and Research Centre in Administration for Development (CAFRAD)



CODEV International entered into a partnership agreement with the African Training and Research Centre in Administration for Development (CAFRAD) on November 16, 2018, in Tangier, Morocco. This initiative aims to actively contribute to the development of the African continent through professional development and the promotion of partnerships and networking.



Mining Cadastre of the Democratic Republic of Congo (DRC)



CODEV International signed a memorandum of understanding with the Mining Cadastre of the Democratic Republic of Congo (DRC) for capacity-building missions benefiting its staff. A first training workshop was conducted from June 3rd to June 14th, 2019, in Kinshasa focusing on "Tools and Methods for Assessing Skills" for the benefit of 60 senior officials of the CAMI holding positions such as Director, Provincial Director, Department Head, and Service Chief.



Ministry of Environment - Tunisia



Following a competitive tendering process, CODEV International has been commissioned by the Tunisian Ministry of Local Affairs and Environment to provide training and coaching for teachers and inspectors in primary and basic education on the theme "Education for Sustainable Development (ESD)". The objective is to raise awareness among young students about environmental conservation and to instill changes in their present and future behaviors towards environmental concerns, promoting environmentally friendly and sustainable management practices.



Cooperative Agreement

Ministry of Secondary Education of Niger



Capacity - Building missions of the Directors of the Ministry of Education on the Following Themes :

- Human resources Management
- Network Administration
- Administrative support
- Education in Emergency Situation



225 KV Electricity Interconnection Project Guinea - Mali (PIEGM)



Capacity Building of senior executives of the 225 KV Guinea -Mali Electricity Interconnection Project (PIEGM)



Public Procurement Regulatory Authority - Niger (ARMP-Niger)



Training and technical assistance for public procurement managers - Autorité de Régulation des Marchés Publics -Niger

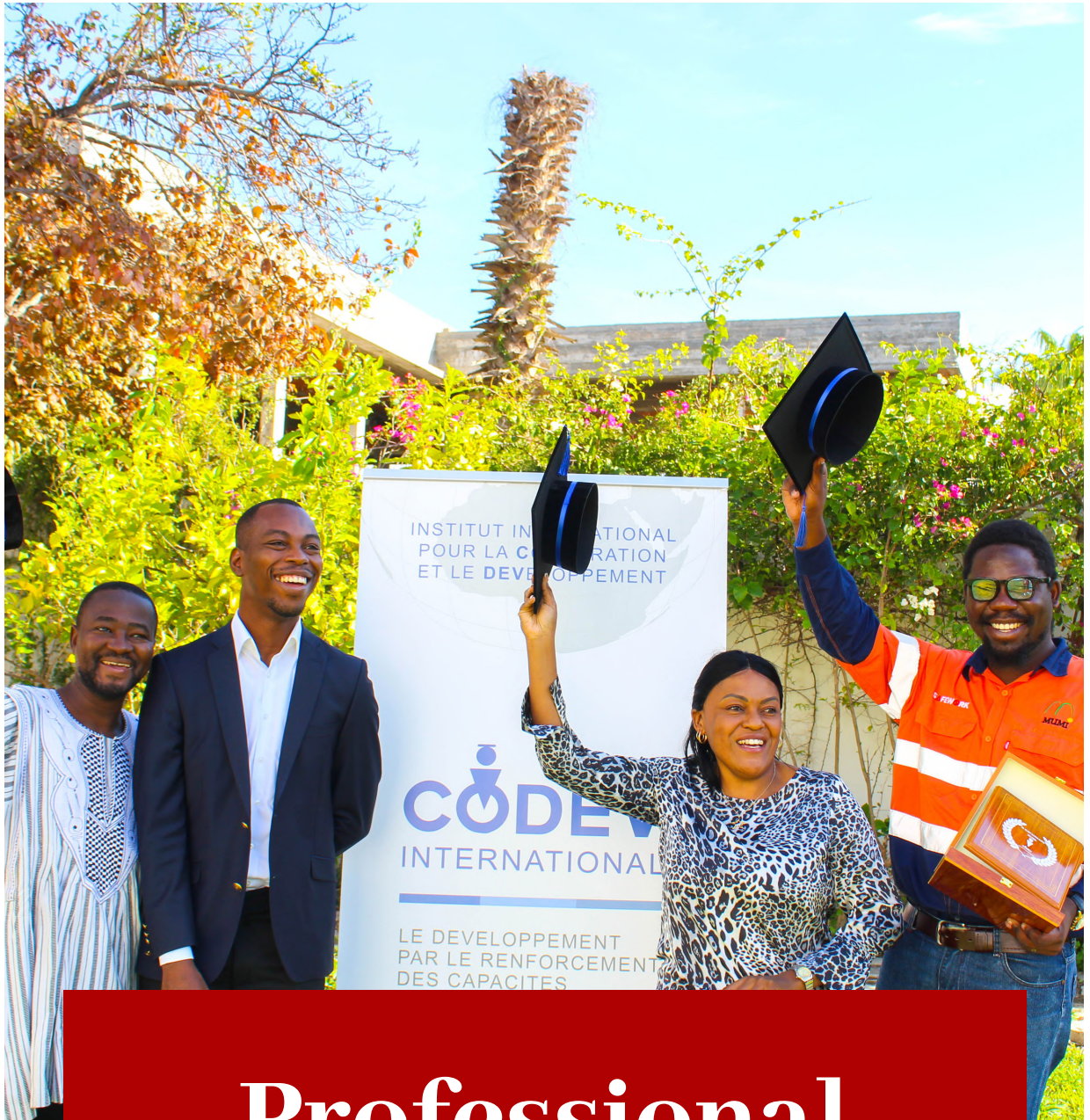


Ministry of Population, Social Protection, and Women's Promotion - Madagascar



Strengthening Institutional Capacities of the Staff of the Ministry of Population, Social Protection, and Women's Promotion - Madagascar.





Professional Accreditations

In partnership with the National
Agronomic Institute of Tunisia (INAT)

Professional Accreditation in Agriculture and Food Security



In partnership with
the National
Agronomic Institute
of Tunisia INAT

The accreditation of training programs consists of theoretical and practical training courses divided into competency units aimed at acquiring participants with the skills and knowledge necessary for the effective exercise of their duties.

The skills' accreditation is obtained after a rigorous evaluation by a panel of internationally renowned experts jointly appointed by CODEV International and INAT.



Professional Accreditation in Agriculture and Food Security



In partnership with
the National
Agronomic Institute
of Tunisia INAT

Qualifications awarded by accredited and respected institutions are an essential requirement of any professionals. With an ever-increasing demand for qualified staff, most employers offer enhanced career opportunities to candidates who have certified qualifications and relevant experience. The requirement for certification is growing and can theoretically give you a head start to climb into the higher echelons of management or boost your professional development.

CODEV International has signed a partnership with the National Agronomic Institute of Tunisia (INAT), the first and oldest School of Engineering in Africa, we deliver certificates of skills that revolve around the following professions:

Specialist Manager in innovation and valorization of Agro-Food Resources

Specialist Manager in Food Hygiene

Specialist Manager in Monitoring and Evaluation of Agricultural Projects

Specialist Manager in Food Crisis Management

Specialist Manager in Water and Sanitation Management

Specialist Manager in Agricultural Entrepreneurship

Specialist Manager in Agricultural Management

Specialist Manager in Food Security Policies

Specialist Manager in Environmental Safeguarding

Specialist Manager in Participatory Management of Natural Resources

Specialist Manager in Agrifood Management

Specialist Manager in Environmental Management System

Specialist Manager in Sustainable Management of Water Resources

+ **The benefits of CODEV International Accreditation:**

Have an international recognition of your skill

Gain the trust of your relevant stakeholders

Promote your career



Being major benchmarks for qualification and skills, professional certifications are an essential element of the professionalization of teams and the quality of service provided to beneficiaries and users who have become increasingly demanding in both the private and public sectors.

All our training seminars in agricultural development are accredited by the National Agronomic Institute of Tunisia (INAT) as providing evaluated quality content that teaches good practice standards.



CODEV
INTERNATIONAL

CERTIFICATION PREPARATION PROGRAMMES



STRENGTHEN YOUR PROJECT MANAGEMENT SKILLS

PROJECT MANAGEMENT PROFESSIONAL (PMP)[®]



PERIOD

5 days, 35 hours

**The training is led by a
certified PMP instructor.**

The Project Management Professional (PMP[®]) certification was created in 1984 in the United States by the Project Management Institute (PMI[®]) to validate the skills of project managers to coordinate teams and achieve performance under deadlines, budget, and resources.

This certification has become an international standard, given the changing times of all kinds.

Intended for professionals with significant experience in project management, This training, will allow you to acquire the tools and best practices essential to know in the PMP[®] certification process. You will be prepared for the exam in support of multiple training and learning activities.

Knowledge and skills acquired:

- Discover all the areas of knowledge of project management
- Understand and apply the processes and practices required to build effective and effective teams
- Plan the project (budget, schedule, scope, quality, project activities, procurement and closure)
- Execute and deliver the project within time, budget and resource constraints
- Mastering the project management tools
- Know how to communicate correctly on project progress and potential variances
- Prepare for PMP[®] certification with questions
- Understanding the admission procedure and the preparation of the eligibility file
- Prepare a revision plan for the exam.



INCLUDED:

- PMBOK Official Guide
- A Test Simulator in English or French (X-AM)
- Framing and coaching sessions (8 sessions)
- A battery of questions with answers and explanations
- An electronic version of the PMP preparation course material



CODEV International, Official Partner of the PECB Group Inc.

The year 2020 was marked by the establishment of a strategic partnership between CODEV International and PECB Group-Canada, aimed at combining efforts to provide highly qualified and internationally recognized training and certification programs.

As pioneers in the professionalization of their participants, CODEV International and PECB Group bring all their expertise and know-how in the field of ISO standards, offering online certification programs based on innovative learning methods. These programs are designed to meet the evolving needs of professions and ensure true global recognition of acquired skills.

The value of the PECB-CODEV certification

The value of the PECB-CODEV certification is formally validated by IAS (International Accreditation Service) accreditation under the ISO/IEC 17024 standard.

From comprehensive training to rigorous examination procedures, the candidate is recognized as a certified professional with the skills and abilities necessary to protect their organization against persistent, evolving, or undefined threats that may arise in an increasingly complex and dynamic environment.



FORMATIONS EN LIGNE

"Apprenez à votre rythme"

TRAINING COURSES CAN BE CUSTOMIZED

To meet the challenges of an ever-changing environment, CODEV International is bringing its participants closer by offering all its training courses online through an innovative platform tailored to the demands and high standards of distance learning. Online training is undeniably a revolution in the field of capacity building and knowledge transfer.

Thanks to its flexibility, diversity, and interactivity, this learning process is gaining increasing importance. Additionally, distance learning is an excellent alternative to overcome various obstacles that prevent some from pursuing in-person learning

s. Samira Durand TRAPSIDA

Specialist in Monitoring and Evaluation | Millennium Challenge Account (MCA)-NIGER

Online training: Monitoring & Evaluation of development projects and programs




CODEV is an institution that primarily focuses on the expectations of its participants. I received thorough support from the moment I enrolled in my training and even after it was completed.

This online training was a first for me. Despite my initial concerns, the trainers were able to reassure me through the course content, their availability, their attentiveness, and the sharing of their experiences. Distance learning is, therefore, a good compromise that I highly recommend.




Recent Interventions

2024




- Ministry of Secondary Education of Niger
- Public Procurement Regulatory Authority-Niger (ARMP-Niger)
- Millennium Challenge Account-Niger (MCA-Niger)



- Millennium Clean Water and Sanitation Program (PEPAM)



- National Road Safety Authority: Rural Mobility and Connectivity Project
- Supporting Refugees and Host Communities Project




- Guinea Electricity Access Improvement Project (PAAEG)
- 225 kV Electricity Interconnection Project Guinea-Mali (PIEGM)



- UNICEF
- African Research Maintenance & Development
- MUTANDA MINING Sarl



- The National Association of Municipalities of Benin (ANCB) : OMIDELTA
- Millennium Challenge Account - bénin II



- Federal Ministry of water resources and AFDB Project Programme coordinating unit The Inclusive Basic Service Delivery and Livelihood Empowerment Integrated Program

Join us for Relevant Training in 2025 with CODEV International

Currently, Africa is facing numerous challenges, including the persistent effects of the Covid-19 pandemic and disruptions to economic systems and supply chains. In this context, CODEV International reaffirms its commitment to work jointly with international and local development actors across the African continent, including governments and civil society, to generate and share operational knowledge and best practices to ensure human security and sustainable development on the continent.

In 2025 CODEV International offers a catalogue of 22 knowledge groups, each allowing for in-depth understanding and skill development around topics of economic, social, environmental, digital concerns, and more. Each of the proposed trainings has been tailored to meet your expectations and those of your institutions, enriched by strong partnerships including with INAT, EPCD, PECB.

We hope that this 2025 catalogue inspires you to join all those who trust CODEV International in this demand for relevant training, and we look forward to welcoming you soon.

CODEV INTERNATIONAL = 3P: PROACTIVITY - PERFORMANCE - PARTNERSHIP



The vision of CODEV International is that of an autonomous Africa, with the capacity to achieve its own development during the period of its strategic plan 2020-2030. CODEV will continuously work towards this goal by further supporting the innovation process, expanding into new markets, engaging with additional partners, and standardizing the certification of its seminars, among other initiatives. This is to ensure that the developmental objectives of the continent, particularly the development agendas, are effectively realized.

Mr. Ridha Mezni
Chairman of the Scientific Council

TRAINING CALENDAR 2025

TUNIS - PARIS - DAKAR



DEVELOPMENT PROJECTS AND PROGRAMS




Mrs. NATHALIE DJUMAH NABAHYA

Coordinator responsible for sustainable community affairs - Mutanda Mining



“ I would like to thank the entire team at CODEV International for their extraordinary welcome, from the beginning to the end of the training. The courses were very well supervised by expert trainers, and this training has strengthened our skills while changing our perspective on many subjects. We hope that this training will benefit our institution and contribute to the well-being of our community. ”

DEVELOPMENT PROJECTS AND PROGRAMS

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIP1	monitoring and evaluation of development projects and programs	From 03 to 14 March	Tunis	2 weeks	3 600
CIP2	Ensuring the successful completion of development projects and programs	From 10 to 21 March	Tunis	2 weeks	3 600
CIP3	Preparation and formulation of development projects	From 07 to 18 April	Tunis	2 weeks	3 600
CIP4	Accounting and financial management of projects-preparation of financial statements 	From 14 to 25 April	Tunis	2 weeks	3 600
CIP5	Monitoring of projects and programs by geographic information systems (GIS)	From 05 to 16 May	Tunis	2 weeks	3 600
CIP6	Strategic and operational planning of development projects and programs	From 12 to 23 May	Tunis	2 weeks	3 600
CIP7	IT project management (ITPM) 	From 19 to 30 May	Tunis	2 weeks	3 600
CIP8	Planning, implementation and monitoring and evaluation of projects and programs	From 09 to 20 June	Tunis	2 weeks	3 600
CIP9	Arrangements for successful Project Development Setup and Resource Mobilization from Donors	From 07 to 18 July	Tunis	2 weeks	3 600
CIP10	Resource Mobilization Techniques and Tools for Financing Development Projects and Programs	From 14 to 25 July	Tunis	2 weeks	3 600
CIP11	Survey, Processing and Statistical Analysis Techniques	From 04 to 15 August	Tunis	2 weeks	3 600
CIP12	Audit and control of development projects and programs	From 18 to 29 August	Tunis	2 weeks	3 600
CIP13	Communication for development C4D	From 01 to 12 September	Tunis	2 weeks	3 600
CIP14	Becoming a development project auditor	From 15 to 26 September	Tunis	2 weeks	3 600
CIP15	Monitoring & Evaluation of development projects and programs	From 06 to 17 October	Tunis	2 weeks	3 600
CIP16	Development projects and programs Coordinator	From 13 to 24 October	Tunis	2 weeks	3 600
CIP17	Project planning and project management processes (methods and techniques) 	From 01 to 12 December	Tunis	2 weeks	3 600

PUBLIC HEALTH



Mr. SOUFALY YVAN FABIUS

Director of Communication - Ministry of Population and Women's
Promotion - Madagascar

“ The certificate I received from CODEV International is one of the finest I've ever received! I highly recommend CODEV to individuals and organizations looking to enhance their capacities.

”

PUBLIC HEALTH

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CISP1	Development, Monitoring & Evaluation of National Health Plans	From 03 to 14 March	Tunis	2 weeks	3 600
CISP2	Leadership and Project Management in Health	From 10 to 21 March	Tunis	2 weeks	3 600
CISP3	Medical Ethics	From 07 to 18 April	Tunis	2 weeks	3 600
CISP4	Planning Health Promotion Programs	From 05 to 16 May	Tunis	2 weeks	3 600
CISP5	Assessing and Integrating Health into Climate Change Policies and Strategies	From 12 to 23 May	Tunis	2 weeks	3 600
CISP6	Communication Planning during Disease Outbreaks	From 19 to 30 May	Tunis	2 weeks	3 600
CISP7	Management of Exceptional Health Situations (SSE) and Crises	From 01 to 12 September	Tunis	2 weeks	3 600
CISP8	Monitoring and Evaluation of Health Projects and Programs	From 03 to 14 November	Tunis	2 weeks	3 600
CISP9	Assessment of Health Risks	From 01 to 12 December	Tunis	2 weeks	3 600



EDUCATION





Ms. DIAKITE TENIN DITE DADY

Communication Specialist / Hydromet Project – Climate Resilience Enhancement in Mali

“ Training at CODEV International was a wonderful experience; the modules and trainers met expectations. The exchanges with professionals were fruitful and will be beneficial in the field of development. A special mention to the entire staff, from the management to the break coordinator, for their efforts in organizing the training sessions.

”

EDUCATION

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIE1	Governance and Management of the Education Sector	From 03 to 14 March	Tunis	2 weeks	3 600
CIE2	Planning, Statistics, and Project Design Techniques in Education	 From 10 to 21 March	Tunis	2 weeks	3 600
CIE3	Development and Integration of ICT in the Education System	From 07 to 18 April	Tunis	2 weeks	3 600
CIE4	Decentralization in Education	From 05 to 16 May	Tunis	2 weeks	3 600
CIE5	Management Systems for Educational Organizations (SMOE) - ISO 21001	 From 12 to 23 May	Tunis	2 weeks	4 000
CIE6	Education for Sustainable Development	From 19 to 30 May	Tunis	2 weeks	3 600
CIE7	Learning Outcomes Assessment in Early Childhood and Primary Education Using EGRA/EGMA and MELQO	From 01 to 12 September	Tunis	2 weeks	3 600
CIE8	Early Childhood Development: MELQO Tool	From 03 to 14 November	Tunis	2 weeks	3 600



PUBLIC FINANCE



SAHATO WA KALUMBA FLORENT

COMMUNITY RELATION SUPERVISOR - Mutanda Mining Sarl - DRC

“ CODEV is a highly recommendable institution for anyone or any institution looking to learn or improve. It has everything : specialties, experts, and exceptional friendliness, not to mention the discovery of the multiple facets of Tunisia. CODEV is a hidden treasure trove of high-quality training and trainers.

”

PUBLIC FINANCE

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIF1	Budget management, monitoring and analysis.	From 03 to 14 March	Tunis	2 weeks	3 600
CIF2	Macroeconomic forecasts and budgetary framework	From 10 to 21 March	Tunis	2 weeks	3 600
CIF3	Financial and Budget Management Tools (GFOT, MTEF and program budget)	From 07 to 18 April	Tunis	2 weeks	3 600
CIF4	Budget and Accounting of Public Institutions and introduction to IPSAS	From 14 to 25 April	Tunis	2 weeks	3 600
CIF5	Public debt management	From 05 to 16 May	Tunis	2 weeks	3 600
CIF6	Preparation, programming and results-based budget execution (MTEF, program budget)	From 12 to 23 May	Tunis	2 weeks	3 600
CIF7	Public financial management audit	From 19 to 30 May	Tunis	2 weeks	3 600
CIF8	Results Based Management (RBM): Performance management	From 09 to 20 June	Tunis	2 weeks	3 600
CIF9	Implementation of the Institutional Act on Finance legislation (LOLF)	From 07 to 18 July	Tunis	2 weeks	3 600
CIF10	Evaluation of the Public Financial Management System according to the 2016 PEFA Methodology	From 14 to 25 July	Tunis	2 weeks	3 600
CIF11	Macroeconomic data modeling (VAR and VECM), Panel data models with direct application on Eviews	From 04 to 15 August	Tunis	2 weeks	3 600
CIF12	Control, Audit and Evaluation of Public Expenditure	From 18 to 29 August	Tunis	2 weeks	3 600
CIF13	Principles of Public Accounting	From 01 to 12 September	Tunis	2 weeks	3 600
CIF14	The new public manager and good governance 	From 15 to 26 September	Tunis	2 weeks	3 600

PROCUREMENT



Mr. MASSANDOUNO LANSANA

Monitoring and Evaluation Manager - Agro-Industry Transformation Special Zones Development Program in Boké and Kankan (PDZSTA/BK) - Guinea

“ At CODEV International, you not only receive training, but you also become a global citizen through the new relationships you establish !

”

PROCUREMENT

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIM1	Accounting and financial monitoring public contract	From 03 to 14 March	Tunis	2 weeks	3 600
CIM2	Public Procurement Strategy: Defining and Developing a Public Purchasing Policy	From 10 to 21 March	Tunis	2 weeks	3 600
CIM3	Advanced management of public procurement	From 07 to 18 April	Tunis	2 weeks	3 600
CIM4	Public Procurement: Audit and Control	From 14 to 25 April	Tunis	2 weeks	3 600
CIM5	Public procurement risk management	From 05 to 16 May	Tunis	2 weeks	3 600
CIM6	Public procurement: Prevention and Management of claims and litigation	From 12 to 23 May	Tunis	2 weeks	3 600
CIM7	Procurement and execution of contracts : new reforms of the World Bank and AFDB (2016)	From 19 to 30 May	Tunis	2 weeks	3 600
CIM8	Procurement : Practical training on standard documents	From 09 to 20 June	Tunis	2 weeks	3 600
CIM9	Dashboards in Public Procurement	From 07 to 18 July	Tunis	2 weeks	3 600
CIM10	Governance, management and regulation of procurement	From 14 to 25 July	Tunis	2 weeks	3 600
CIM11	Public Private Partnerships Management (PPP)	From 04 to 15 August	Tunis	2 weeks	3 600
CIM12	Preparation and practical use of FIDIC contracts	From 18 to 29 August	Tunis	2 weeks	3 600
CIM13	Public Procurement Plan, Budget, Program	From 03 to 14 November	Tunis	2 weeks	3 600

LOCAL DEVELOPMENT



Mr. SQUARE MOHAMED LAMINE

Administrative and Financial Manager - Agro-Industry Transformation Special Zones Development Program in Boké and Kankan (PDZSTA/BK) - Guinea

“ I discovered CODEV International Institute through positive feedback from others who have already undergone training at CODEV. I must say that the various services I received from the different instructors have more than met my expectations. Consequently, I will also recommend CODEV to other individuals and colleagues in need of training. ”

LOCAL DEVELOPMENT

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIL1	Municipal Development, Decentralization, and Municipality Management	From 03 to 14 March	Tunis	2 weeks	3 600
CIL2	Development of a Local Development Plan	From 10 to 21 March	Tunis	2 weeks	3 600
CIL3	Methods and Approaches for Implementing Local Government Budgets	From 07 to 18 April	Tunis	2 weeks	3 600
CIL4	Training of Trainers in Local Leadership	From 14 to 25 April	Tunis	2 weeks	3 600
CIL5	Local Economic Development: LED	From 05 to 16 May	Tunis	2 weeks	3 600
CIL6	Local Taxation: Mastering Local Government Taxes	From 12 to 23 May	Tunis	2 weeks	3 600
CIL7	Prevention of Corruption in Local Public Management	From 19 to 30 May	Tunis	2 weeks	3 600
CIL8	Implementation and Monitoring of Community Development Micro-Projects	From 09 to 20 June	Tunis	2 weeks	3 600



MODERNIZATION OF PUBLIC ADMINISTRATION



Mrs. BAWÉ TA HALO

Technical Advisor - GIZ - CENTRALIZATION AND GOVERNANCE PROGRAM - TOGO

“ Today, I am proud to be among the happy participants of CODEV International. I want to testify that the reception was exceptional and warm. I also want to extend my greetings to the entire CODEV team for their support and guidance.

”

MODERNIZATION OF PUBLIC ADMINISTRATION

CODE	TRAINING TITLE		DATE	LOCATION	PERIOD	PRICE €
CIT1	Electronic public contract procedures	NEW	From 05 to 16 May	Tunis	2 weeks	3 600
CIT2	Dematerialization of processes and electronic archiving		From 12 to 23 May	Tunis	2 weeks	3 600
CIT3	Change Management in Public Administration		From 19 to 30 May	Tunis	2 weeks	3 600
CIT4	Develop and implement an information strategy		From 09 to 20 June	Tunis	2 weeks	3 600
CIT5	Use of ICTs for local development		From 07 to 18 July	Tunis	2 weeks	3 600
CIT6	Reform, innovation and modernization of public administration	NEW	From 14 to 25 July	Tunis	2 weeks	3 600
CIT7	Digital libraries and open archives	NEW	From 04 to 15 August	Tunis	2 weeks	3 600
CIT8	Networks and IT Security		From 18 to 29 August	Tunis	2 weeks	3 600



INFRASTRUCTURE



Mr. MAMANE AWALI

Division Chief of Budget Support Program Monitoring - Ministry of Planning - Niger

“ I am fully satisfied with the services provided by CODEV INTERNATIONAL, whether in terms of training, reception, administrative service, or overall quality of services.

”

INFRASTRUCTURE

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CI11	Organization, planning and site management	From 19 to 30 May	Tunis	2 weeks	3 600
CI12	Urban Transport Planning	From 09 to 20 June	Tunis	2 weeks	3 600
CI13	Conduct of infrastructure works	From 07 to 18 July	Tunis	2 weeks	3 600
CI14	Economic evaluation of road projects	From 14 to 25 July	Tunis	2 weeks	3 600
CI15	Road Safety Audit	From 04 to 15 August	Tunis	2 weeks	3 600
CI16	Governance of Road Safety	From 18 to 29 August	Tunis	2 weeks	3 600



WASH (WATER, SANITATION, AND HYGIENE)



Mrs. ALLADATIN MIREIZE EMENIQUE

Water and Sanitation Engineer / National Association of Municipalities of Benin
OMIDELTA / Benin

“ I was amazed by the open-mindedness and warm welcome of the Tunisians, the well-thought-out and well-organized training cycle in general. I particularly appreciated the MS-PROJECT part. The trainers Mr. Ridha and Mr. Salah stood out to me for their ability to transmit their knowledge.

”

WASH

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIW1	Geomatics for Integrated Water Resources Management (IWRM)	From 07 to 18 July	Tunis	2 weeks	3 600
CIW2	Management of water and sanitation facilities (drinking water, rainwater and wastewater)	From 14 to 25 July	Tunis	2 weeks	3 600
CIW3	Participatory planning, monitoring and evaluation of drinking water supply and sanitation programs	From 04 to 15 August	Tunis	2 weeks	3 600
CIW4	Hygiene promotion: planning and management for behavioral change	From 18 to 29 August	Tunis	2 weeks	3 600
CIW5	Road hydraulics	From 01 to 12 September	Tunis	2 weeks	3 600
CIW6	Promoting integrity in the water sector	From 15 to 26 September	Tunis	2 weeks	3 600
CIW7	Design and dimensioning and modeling of sanitation works	From 06 to 17 October	Tunis	2 weeks	3 600
CIW8	Implementation of infection prevention and control programs in the WASH sector	From 13 to 24 October	Tunis	2 weeks	3 600



GENDER AND DEVELOPMENT

Mrs. ZARIATOU BRISSO MOUSSA YARI

Gender Integration and Social Inclusion Specialist (SIGIS) of MCA II - Benin



“ My main expectation was to update my knowledge on key concepts, tools, and practical cases of developing Gender Strategy Guides (BSG). Apart from the exchanges and discussions with the facilitators on theories, they accompanied me in practicing with two practical cases of BSG design for two projects with different objectives.

These practical cases allowed me to grasp the BSG tool and its various stages concretely. The training, capped with a diploma, took place in a very good atmosphere of giving and receiving.

”

GENDER AND DEVELOPMENT

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIG1	Incorporating the gender approach into development projects and programs	From 07 to 18 July	Tunis	2 weeks	3 600
CIG2	Gender Equality in Sustainable Development and Climate Issues	From 14 to 25 July	Tunis	2 weeks	3 600
CIG3	Women's Leadership and Decision Making	From 04 to 15 August	Tunis	2 weeks	3 600
CIG4	Gender-Sensitive Budgeting	From 18 to 29 August	Tunis	2 weeks	3 600
CIG5	Gender Equality and Combating Gender Stereotypes and Discrimination in the Public Sector	From 01 to 12 September	Tunis	2 weeks	3 600
CIG6	Integrating the gender approach into human resources policy	From 15 to 26 September	Tunis	2 weeks	3 600
CIG7	Women's Entrepreneurship	From 06 to 17 October	Tunis	2 weeks	3 600
CIG8	Gender-Based Violence	From 13 to 24 October	Tunis	2 weeks	3 600
CIG9	Gender and Social Inclusion in the Entrepreneurial and TVET Ecosystem	From 03 to 14 November	Tunis	2 weeks	3 600



SUSTAINABLE DEVELOPMENT



Mr. DJEBRIL SOULEMANA HAMISSOU
Civil Engineering Design Engineer - SP-WATER - TOGO

“ I am extremely satisfied with the capacity-building methods implemented by CODEV International. During this training session, I had the opportunity to discover CODEV International for the first time, and I was impressed by its exceptional qualities in achieving the participants' training objectives. I am committed to promoting this center to project coordinators in my country, Togo, and beyond. I leave Tunisia with great satisfaction regarding the quality of the training and the warm welcome of the local population. ”

SUSTAINABLE DEVELOPMENT

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CID1	QHSE system (Quality / Hygiene / Safety /Environment)	From 07 to 18 July	Tunis	2 weeks	3 600
CID2	Mastering the geographic information system (GIS)	From 14 to 25 July	Tunis	2 weeks	3 600
CID3	World Bank Environmental and Social Safeguard Policies	From 04 to 15 August	Tunis	2 weeks	3 600
CID4	Environmental and social impact assessments and monitoring of ESMP	From 18 to 29 August	Tunis	2 weeks	3 600
CID5	Establishment of an environmental management system and standard 14 001	From 01 to 12 September	Tunis	2 weeks	3 600
CID6	Corporate Social Responsibility and Standard ISO 26000	From 15 to 26 September	Tunis	2 weeks	3 600
CID7	Implementation of the occupational health and safety system	From 06 to 17 October	Tunis	2 weeks	3 600



CLIMATE CHANGE



Mr. GWETH EMMANUEL
SE Manager - PERACE/AER - Cameroon

“ I particularly appreciated the warm welcome, attentive support, conducive working environment, and the quality of the trainer. The logistics worked perfectly, the coffee breaks met our expectations, and the staff were friendly and dedicated.

”

CLIMATE CHANGE

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIC1	Integrating climate change into education programs	From 07 to 18 July	Tunis	2 weeks	3 600
CIC2	Resilience analysis tools and sensitive local planning planning in climate change	From 14 to 25 July	Tunis	2 weeks	3 600
CIC3	Integrating climate change into national development planning and budgeting	From 04 to 15 August	Tunis	2 weeks	3 600
CIC4	Assessing and Preventing environmental risk in urban area	From 18 to 29 August	Tunis	2 weeks	3 600
CIC5	Challenges, tools and methods of international negotiations on climate change	From 01 to 12 September	Tunis	2 weeks	3 600
CIC6	Implementation of a national adaptation plan to climate change	From 15 to 26 September	Tunis	2 weeks	3 600
CIC7	Climate-smart agriculture: adaptation and mitigation practices	From 06 to 17 October	Tunis	2 weeks	3 600
CIC8	Mainstreaming climate change Adaptation in urban areas	From 13 to 24 October	Tunis	2 weeks	3 600
CIC9	Financing tools against climate change	From 03 to 14 November	Tunis	2 weeks	3 600
CIC10	Adaptation to climate change in the health sector	From 01 to 12 December	Tunis	2 weeks	3 600

SECURITY MANAGEMENT AND GOVERNANCE

Mr. FAWAZ MOHAMED MOUMINI

Climate Negotiator - Ministry of Agriculture, Fisheries, Environment, and
Tourism - UNDP COMOROS

“ I would like to thank the entire CODEV team for their unwavering assistance and
availability.”



”

SECURITY MANAGEMENT AND GOVERNANCE

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIMGS1	Management of Security-Related Risks During Policy Program Design and Implementation	From 04 to 15 August	Tunis	2 weeks	3 600
CIMGS2	Security Resource Management	From 18 to 29 August	Tunis	2 weeks	3 600
CIMGS3	Development of National Strategies Against Terrorism	From 01 to 12 September	Tunis	2 weeks	3 600
CIMGS4	Combatting Violent Extremism: Prevention Strategies	From 15 to 26 September	Tunis	2 weeks	3 600
CIMGS5	Border Security : Combating Transnational and Irregular Threats	From 06 to 17 October	Tunis	2 weeks	3 600
CIMGS6	Conflict, Peace, and Governance: Peace Support Operations	From 13 to 24 October	Tunis	2 weeks	3 600
CIMGS7	Political-Military Crises	From 03 to 14 November	Tunis	2 weeks	3 600
CIMGS8	Justice and Security Sector Reform	From 01 to 12 December	Tunis	2 weeks	3 600



ENERGY





Mr. Fofana Lamine

Section Chief, Procurement Cell PM - Ministry of Defense - Guinea

“ A big thank you to all the executives of CODEV International who contributed to making my stay in Tunisia an unforgettable success. I hope to return here soon to attend other modules on public procurement.

”

ENERGY

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIEE1	Organization, Planning, and Supervision of Electrical Distribution Network Construction Works	From 07 to 18 July	Tunis	2 weeks	3 600
CIEE2	Design and Operation of a Distribution Network	From 14 to 25 July	Tunis	2 weeks	3 600
CIEE3	Maintenance and Protection of HTABT Transformers	From 04 to 15 August	Tunis	2 weeks	3 600
CIEE4	Maintenance and Operation of Hydroelectric Power Plants	From 18 to 29 August	Tunis	2 weeks	3 600
CIEE5	Maintenance and Operation of Thermal and Hydraulic Power Plants	From 01 to 12 September	Tunis	2 weeks	3 600
CIEE6	Safety and Prevention of Electrical Hazards	From 06 to 17 October	Tunis	2 weeks	3 600
CIEE7	Mastery of Electrical Technical Works	From 13 to 24 October	Tunis	2 weeks	3 600
CIEE8	The detection and management of electricity fraud	 From 03 to 14 November	Tunis	2 weeks	3 600
CIEE9	Construction of a mini Medium/Low Voltage Distribution Network (MV/LV)	 From 01 to 12 December	Tunis	2 weeks	3 600
CIEE10	Energy Efficiency	From 08 to 19 December	Tunis	2 weeks	3 600
CIEE11	Rural Electrification Planning	From 15 to 26 December	Tunis	2 weeks	3 600

AGRICULTURE, NUTRITION AND FOOD SECURITY



Mr. CAMARA ABDOULAYE

Deputy Director of Emergency Aid - Food Security Directorate - Mauritania

“ First and foremost, I would like to thank CODEV International for providing me with excellent training conditions and exceptional hospitality! I am delighted by your warmth and kindness, as well as the mastery of the topics covered during my training by high-quality trainers. Their expertise is undeniable, and the knowledge transfer was excellent.

”

AGRICULTURE, NUTRITION AND FOOD SECURITY

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIA1	Assessing Impact of Development Programs on Food Security	From 03 to 14 March	Tunis	2 weeks	3 600
CIA2	Improving nutrition through agriculture and food systems	From 10 to 21 March	Tunis	2 weeks	3 600
CIA3	Food Crisis Management: Reporting and Rapid Needs Assessment	From 07 to 18 April	Tunis	2 weeks	3 600
CIA4	Fishery statistics and data collection	From 14 to 25 April	Tunis	2 weeks	3 600
CIA5	Food Security Information Systems and Networks	From 05 to 16 May	Tunis	2 weeks	3 600
CIA6	Food security policies: formulation and implementation	From 12 to 23 May	Tunis	2 weeks	3 600
CIA7	Enhancing Resilience of vulnerable populations to food security	From 19 to 30 May	Tunis	2 weeks	3 600
CIA8	Sector and chain based approach of agricultural and agrifood values	From 09 to 20 June	Tunis	2 weeks	3 600
CIA9	Agricultural Policy Development	From 07 to 18 July	Tunis	2 weeks	3 600



TRADE UNION TRAINING

Mr.EZIAN KOFFI - ELECTRICAL ENGINEER - BOAD - TOGO



“ A beautiful country and a lovely city, with a high-quality training center equipped with well-adapted facilities, as well as remarkable availability and attentive listening from the firm and trainers.

”

HUMAN RESOURCES MANAGEMENT AND ORGANISATIONS



Mr. ABDOULKANI AHMED HASSAN



Civil Engineering Engineer Djiboutian Roads Agency - Djibouti

“ During my training period, I had the pleasure of being supervised by trainers in the relevant field, which allowed me to acquire valuable experience and skills that will make a difference upon my return.

Although this training in Tunisia enriched me professionally, it also offered me the opportunity to discover a new country as well as entrepreneurial opportunities with local entrepreneurs. In summary, I am very satisfied with my participation in this training and hope to be able to return in the near future.

”

HUMAN RESOURCES MANAGEMENT AND ORGANISATIONS

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIMRH1	Knowledge Transfer in Strategic Human Resource Management	From 03 to 14 March	Tunis	2 weeks	3 600
CIMRH2	Communication and personal development	From 10 to 21 March	Tunis	2 weeks	3 600
CIMRH3	Organization analysis and development	From 07 to 18 April	Tunis	2 weeks	3 600
CIMRH4	Leadership and project management	From 14 to 25 April	Tunis	2 weeks	3 600
CIMRH5	Dynamic Functions of Human Resource Management	From 05 to 16 May	Tunis	2 weeks	3 600
CIMRH6	Tools and methods for assessing skills	From 12 to 23 May	Tunis	2 weeks	3 600
CIMRH7	Predictive Management of Jobs and Skills	From 19 to 30 May	Tunis	2 weeks	3 600
CIMRH8	Social reporting and HR dashboards	From 09 to 20 June	Tunis	2 weeks	3 600
CIMRH9	Team Building & Team Cohesion	From 07 to 18 July	Tunis	2 weeks	3 600
CIMRH10	Diplomacy and Institutional Communication 	From 14 to 25 July	Tunis	2 weeks	3 600
CIMRH11	Conflict management	From 04 to 15 August	Tunis	2 weeks	3 600
CIMRH12	Communication for Social and Behavioral Change (CSBC) 	From 18 to 29 August	Tunis	2 weeks	3 600

SOCIAL DEVELOPMENT



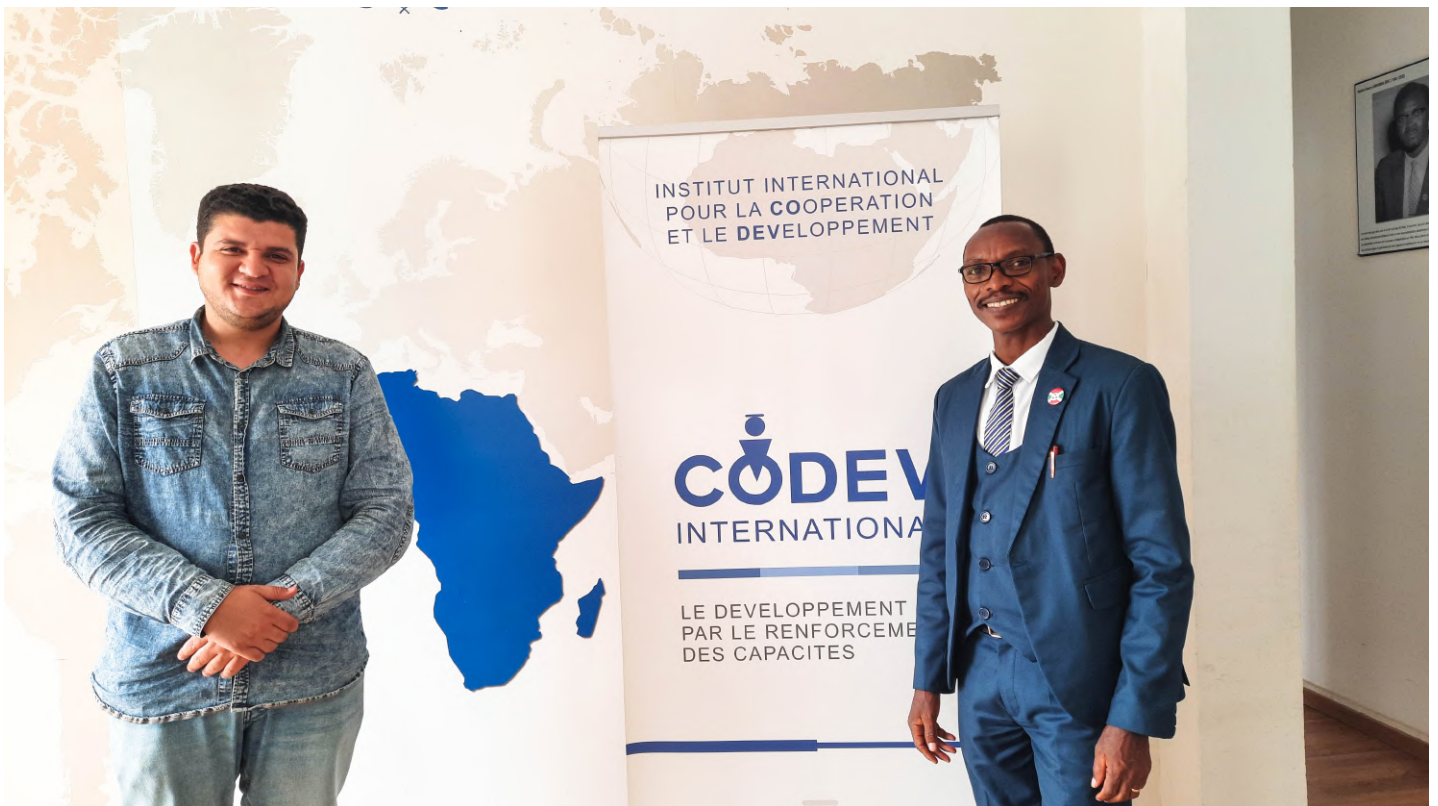
MRS. LAMINOU ATTAOU NANA HADIZATOU
Environmental Safeguard Specialist - PROLAC - CHAD LAKE REGION RECOVERY
AND DEVELOPMENT PROJECT - Niger

“ The training was perfectly tailored, with trainers possessing extensive and diverse experience. The exchanges with the trainers were very constructive. I also had excellent interaction with all staff members, who were particularly available and responsive to my requests and expectations.

”

DÉVELOPPEMENT SOCIAL

CODE	TITRE DE LA FORMATION	DATE	LIEU	DURÉE	PRIX €
CIDS1	Project Coordinator for International and Local Solidarity	From 03 to 14 March	Tunis	2 weeks	3 600
CIDS2	Financing Humanitarian Projects: Strategy and Management	From 10 to 21 March	Tunis	2 weeks	3 600
CIDS3	Designing and Managing a Humanitarian Project	From 07 to 18 April	Tunis	2 weeks	3 600
CIDS4	Intervention and Social Development	From 14 to 25 April	Tunis	2 weeks	3 600
CIDS5	Social Project Management and Social Coaching	From 05 to 16 May	Tunis	2 weeks	3 600
CIDS6	Social Development: The PROST Model from the World Bank (Pension Reform Simulation Toolkit)	From 12 to 23 May	Tunis	2 weeks	3 600



LOGISTICS & SUPPLY CHAIN MANAGEMENT



Mr. SAWADOGO HAMADE
Hydraulic Engineer - BOAD - TOGO

“ The training has allowed me to acquire new skills and knowledge on climate change. The experts who delivered this training are highly knowledgeable in their field and provided constant guidance throughout the program. Additionally, the CODEV International training center demonstrated excellent organization in terms of logistics and adherence to schedules.

”

LOGISTICS & SUPPLY CHAIN MANAGEMENT

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CISC1	Management of procurement and computer-assisted inventory techniques	From 03 to 14 March	Tunis	2 weeks	3 600
CISC2	Supply Chain Management	From 10 to 21 March	Tunis	2 weeks	3 600
CISC3	Becoming a Logistics Chain Manager	From 07 to 18 April	Tunis	2 weeks	3 600
CISC4	Effective Management of the Supply Chain	From 14 to 25 April	Tunis	2 weeks	3 600
CISC5	Analyzing and Managing the Supply Chain through Costs	From 05 to 16 May	Tunis	2 weeks	3 600
CISC6	Applying Lean Principles to Logistics	From 12 to 23 May	Tunis	2 weeks	3 600



SECRETARIAL AND ADMINISTRATION



Mr. ILUNGA KAPYA MULIMBA GLORY

Community Development Superintendent - Mutanda Mining - DRC

I have had three enriching weeks that have allowed me to better understand ISO 26000 standard and how to undertake CSR (Corporate Social Responsibility) approach based on this specific framework (ISO 26000). The knowledge gained will enable me to further engage in the implementation of the principles and core issues of this standard, aiming to contribute to a better world through our company.

SECRETARIAL AND ADMINISTRATION

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
CIS1	Developing Core Skills for Secretaries	From 03 to 14 March	Tunis	2 weeks	3 600
CIS2	Office and IT tools for secretaries and assistants	From 10 to 21 March	Tunis	2 weeks	3 600
CIS3	Time and Priority Management	From 07 to 25 April	Tunis	2 weeks	3 600
CIS4	Human Resource bases for assistants and secretaries	From 14 to 25 April	Tunis	2 weeks	3 600
CIS5	Advanced Excel	From 05 to 16 May	Tunis	2 weeks	3 600



ACCREDITATION IN AGRICULTURE AND FOOD SECURITY



Mr. SOP TAGNE GIL BLAS

Mobilization Director - BDEAC - Republic of Congo

“ I was pleasantly surprised by all the efforts made not only to ensure quality training content but also to organize extra activities, such as sightseeing tours allowing us to further discover Tunisia. This combination adds value and consistency to our stay in this country. Thank you for this enriching experience. ”

ACCREDITATION IN AGRICULTURE AND FOOD SECURITY

CODE	TRAINING TITLE	DATE	LOCATION	PERIOD	PRICE €
MS-VIRA	Specialist Manager in innovation and valorization of Agro-Food Food Resources	From 03 to 14 March	Tunis	2 weeks	4 000
MS-HA	Specialist Manager in Food Hygiene	From 10 to 21 March	Tunis	2 weeks	4 000
MS-SE	Specialist Manager in Monitoring and Evaluation of Agricultural Projects	From 07 to 25 April	Tunis	3 weeks	4 500
MS-GCA	Specialist Manager in Food Crisis Management	From 14 to 25 April	Tunis	2 weeks	4 000
MS-GOE	Specialist Manager in Water and Sanitation Management	From 05 to 16 May	Tunis	2 weeks	4 000
MS-EA	Specialist Manager in Agricultural Entrepreneurship	From 12 to 23 May	Tunis	2 weeks	4 000
MS-GA	Specialist Manager in Agricultural Management	From 19 to 30 May	Tunis	2 weeks	4 000
MS-PSA	Specialist Manager in Food Security Policies	From 09 to 20 June	Tunis	2 weeks	4 000
MS-SE	Specialist Manager in Environmental Safeguarding	From 07 to 18 July	Tunis	2 weeks	4 000
MS-GPR	Specialist Manager in Participatory Management of Natural Resources	From 07 to 25 July	Tunis	3 weeks	4 500
MS-GAG	Specialist Manager in Agrifood Management	From 04 to 22 August	Tunis	3 weeks	4 500
MS-SME	Specialist Manager in Environmental Management System	From 11 to 22 August	Tunis	2 weeks	4 000
MS-GDR	Specialist Manager in Sustainable Management of Water Resources	From 18 to 29 August	Tunis	2 weeks	4 000

ISO CERTIFICATION



PECB
BEYOND RECOGNITION

ISO CERTIFICATION

TRAINING TITLE	PERIOD	MODE	PRICE \$
ISO 9001 Foundation - Quality Management	2 Days	Self - study	240
ISO 9001 Lead Implementer - Quality Management	5 Days	Self - study	500
ISO 9001 Lead Auditor - Quality Management	5 Days	Self - study	500
ISO 14001 Foundation - Environmental Management	2 Days	Self - study	240
ISO 14001 Lead Implementer -Environmental Management	5 Days	Self - study	500
ISO 14001 Lead Auditor - Environmental Management	5 Days	Self - study	500
ISO 26000 Foundation -Social Responsibility	2 Days	Self - study	240
ISO 26000 Lead Manager -Social Responsibility	5 Days	Self - study	500
ISO 22000 Foundation -Food Safety Management System	2 Days	Self - study	240
ISO 22000 Lead Implementer - Food Safety Management System	5 Days	Self - study	500
ISO 22000 Lead Auditor - Food Safety Management System	5 Days	Self - study	500
ISO 21502 Project Management	5 Days	Self - study	500
ISO 31000 Risk Management Foundation	2 Days	Self - study	240
ISO 31000 Risk Management	3 Days	Self - study	340
ISO 31000 Lead Risk Management	5 Days	Self - study	500
ISO 45001 Foundation - Occupational Health and Safety Management System	2 Days	Self - study	240
ISO 45001 Lead Implementer-Occupational Health and Safety Management System	5 Days	Self - study	500
ISO 45001 Lead Auditor- Occupational Health and Safety Management System	5 Days	Self - study	500

SYSTEMATIC APPROACH TO TRAINING

CODEV International has developed a coherent set of seminars aimed at project development managers, coordinators, and professionals. Our training programs are designed to meet the required needs of governments, donors and development aid agencies.

CODEV provides seminars around activities that are most likely to lead participants towards the goals that we have defined to help acquire and retain skills longer. For example, writing, discussions, fieldwork, service learning, problem-solving or small group collaboration. Since its creation, it has always endeavored to develop the most effective tools over the years, rich with its achievements and its journey in terms of capacity-building and technical assistance has shaped the way to attain a great deal of experience in training course design. Thanks to our highly qualified mentors, CODEV International is able to deliver an evaluative training program to answer any questions and ensure general satisfaction. Our mentors are determined to develop procedures for all training programs to identify barriers that are preventing skills from being applied and to increase productivity.

We provide our participants with reliable course content and instructions that will enable them to master the abilities they envisioned into practice. These key benefits make the training process an attractive challenge for the human resource development function. Our trainers ensure to undertake theoretically robust, methodologically rigorous, innovative research that has an impact on academic discourse, policy, professional and practice to strengthen their participant's abilities to reflect and increase their self-esteem, confidence and self-awareness. The primary objective of our training course design and development services is to develop content that meets the needs of our participants. Our instructional materials, course syllabus, and learning outcomes are reviewed periodically to ensure they meet program standards.



KNOWLEDGE

Development of fundamental principles and concepts of the addressed theme

Case studies, On-site visits and meeting with professional mentors

EXPERTISE



EVALUATION

Evaluation of skills acquisition bestowed upon mentees.

Training Impact Assessment (Post Training Support)

CODEV Approach in Customized Training

Whether your business is in need of a customized training program, CODEV International is ready to help, we will present you with options that are in line with your specific training goals and Time frame. At the request of institutions, development projects, governments or donors we offer training sessions based on your unique requirements that can best meet your needs and your organization's desired outcomes. Our tailor-made seminars can be delivered in your country, at venues of your choice, at any time and adapted to your specific needs.

Through careful analysis of our mentees' requirements, we design training programs that match their specific needs.

The total budget varies according to the length, number of trainers and incidental expenses.

Stages of a training engineering project



Duration, Schedule, Location: In order to meet the expectations of its participants and better adapt to their preferences and constraints, CODEV offers customized training programs distinguished by a high degree of flexibility and adaptability, particularly in terms of pedagogical approach, duration, schedule, and location. The training sessions are organized in a location defined according to the convenience of the beneficiary, either at CODEV's premises or elsewhere.

CODEV Approach in Customized Training

Customized training programs are tailored to the specific needs and challenges of the participants. CODEV International is committed to providing participants with original and innovative experiences to empower them as active agents in their own training.

- + Customized services perfectly aligned with the expertise level and objectives of the participants
- + Services adapted to current and future African issues.

CODEV International offers a variety of operational training programs at any time and in locations of your choice.

DEVELOPMENT PROJECTS AND PROGRAMS

Development of a Project Management Manual (PMM)

Financial and Economic Evaluation of Development Projects and Programs

Participatory Planning and Monitoring & Evaluation of Projects and Programs

Administrative and Fiduciary Management of Development Projects and Programs

Monitoring and Evaluation of Humanitarian Action Projects

Monitoring and Evaluation of Drinking Water and Sanitation Projects

Monitoring & Evaluation of Agricultural Development Projects

Monitoring and Evaluation of Electrification Projects

STARTUP INITIATIVES

Financial Management of a Startup

Evaluating a Startup or New Venture

Managing in Startup Mode: Best Practices

Support for Innovative Projects and Startups

Implementing Lean Startup in Corporations

Financial Engineering for Innovative Enterprises (Startups)

Introduction to Private Equity

Financial Modeling

PETROLEUM SECTOR

Petroleum Agreements

Management System (SE): operational and organizational control and inspection procedures for petroleum product depot

Petroleum Cost Accounting

Management of the Oil Economy and Integration of Oil and Gas Production into the Macroeconomic Framework Model

ENTREPRENEURSHIP

Entrepreneurship: Steps in Business Creation

Social Entrepreneurship

Conflict Prevention and Management in the Entrepreneurial Ecosystem and Technical and Vocational Education and Training (TVET)

Developing Your Business Plan

CODEV Approach in Customized Training

SUSTAINABLE DEVELOPMENT

Responsible Governance of Land Tenure Systems

Strategies for Addressing Land Issues in the Context of Natural Disasters

Policies and Measures for Mitigation and Adaptation to Climate Change in the Health Sector

Waste Management, Treatment, and Valorization

Urban Planning, Development, and Management

Management of Protected Areas

Impact Indicators for Sustainable Land Management Projects, Combating Land Degradation, and Desertification

Sustainable Forest Management and Planning

Monitoring & Evaluation of Environment and Sustainable Development Projects and Programs Geographic Information

Systems (GIS) in Office Automation

Management of Oceanographic Databases

Land Degradation Neutrality

Gender in Food Security and Nutrition

Greenhouse Gas Inventory and Establishment of a National MRV System

MINING SECTOR

Mining Contract Award

Geomatics Applied to Geology and Mining Prospecting

Environmental and Social Impact Assessment in the Mining Sector

Monitoring and Control Function in Mining Activities

Economic Evaluation of Mining Projects

BANKING SECTOR

Management Control of Microfinance Institutions

Islamic Finance

Monetary and Financial Statistics

Financial and Digital Services in the Digital Age: A Significant Asset for Promoting Small and Medium Enterprises

ORGANIZATIONAL MANAGEMENT

Design, Implementation, and Evaluation of a Training Plan

Leadership Techniques and Performance

Accounting According to the OHADA System

Planning, Execution, and Monitoring of Private Investment Projects

Train-the-Trainer Programs

DIPLOMACY AND GOVERNANCE

Techniques of Administrative and Diplomatic Writing

Best Practices in Parliamentary Communication

Protocols, Principles, and Diplomatic Practices

Administration and Organization of Parliamentary Work

Prevention and Combatting of Fraud and Corruption

TOURISM SECTOR

Tourism Strategy and Policy

Tourist Statistics

Tourism and Sustainable Development of Territories

Public-Private Partnerships in the Tourism Sector

CODEV Approach in Customized Training

MINING GOVERNANCE

Mining Prospecting: Strategic Tools for Mineral Resource Discovery

Geological Mapping: An Essential Tool for Sustainable Development

Mining Project Management: Reserve Estimation and Impact Studies

Geological Heritage: Conservation of Earth's Memory

DIVERSES THEMATIQUES

Regulation of Electronic Communications

Design of Surface Water Mobilization Infrastructure for Water Supply

Supervision and Monitoring of Infrastructure

Managers

Roles and Responsibilities of Actors



The CODEV approach, or Conception and Development, holds a central role in the design of customized training programs. This method relies on close collaboration between instructional designers, trainers, and learners to create educational programs tailored to the specific needs of each target group.

POST-TRAINING SUPPORT

CODEV International ensures that all the mentees, regardless of where they are located, have access to all the information needed. Thus, post-training support is provided to our participants to strengthen their practical skills and their decision-making processes. We put at your disposal continuous assistance through attentive listening and dialogue for whole year starting from the ending date of the training session to help you with any further information you may require.

The objectives of Post-Training Monitoring

1

Ensure perfect mastery of the themes and subjects taught and stay constantly informed of any changes made to their content

2

Support and assist participants in converting acquired skills into tangible results.



Training Venues

Perfectly tailored space to run your training

CODEV International endeavors to make training opportunities more accessible to its participants.

+ CODEV International training center

Most of our training seminars take place at the group's headquarters which is designed to exacting standards and high specifications to provide the best learning conditions.

Training is not only available at CODEV International's headquarters. The courses can also be held on-site, and at a variety of regional training locations. As always, we strive to offer our portfolio as close to our participant's as possible. Our latest list of additional training locations is shown below :

*+ In **Dakar**, the capital of Senegal and the country's cultural and artistic centre.
During your seminars in Dakar, you will discover an incredible and fascinating city.
+ In **Paris**, is the capital and most populous city of France*

EXPERIENCED STAFF

Our professional support staff are always on-hand to make sure your training runs smoothly



ON-SITE CATERING

At the training center, snacks and refreshments are served during class days, free of charge.



DISCOVERING TUNISIA

The participants' stay is enriched by visits to the most renowned seaside resorts along the Tunisian Mediterranean coast, while also allowing them to discover archaeological sites steeped in the history of Carthaginian civilization





HOSPITALITY

CODEV International's team picks you up from the airport, takes you to your hotel and assists you during your entire stay. They also accompany you whenever is needed and respond quickly to your every-day needs.

The service starts as soon as you arrive at the airport and continues throughout your stay.

ACCOMMODATION

CODEV International has negotiated for its Participants a special accommodation ; our team will guide you during the Booking process at the hotel. Please do not hesitate to contact us for further details.

We strive to ensure that your CODEV experience is unique and unforgettable, but above all the impetus of a professional career marked by success and distinction.

VISA PROCEDURE

The entry visa is granted by border police at the Tunis-Carthage Airport. A CODEV representative will assist you at the airport.

For participants coming from countries where Tunisia does not have consular representation, CODEV will assist you in obtaining a visa for entry and stay during the training in Tunisia. To this end, participants are required to provide us with the following documents:

- Scanned copy of the passport
- Electronic copy of the Swift
- Electronic copy of the ticket

The file will be completed at CODEV's services with a pre-registration certificate and hotel reservation, and will be submitted to the competent services of the Ministry of the Interior.



How to Register

1. Choose your training seminar:

- a. we have 21 training seminars in different areas
- b. you can choose your own tailor-made seminar adapted to your specific needs

2. Register:

- a. Online at www.codevformation.com/en
- b. By email : registration@codev-international.com
- c. By Telephone : +216 71 844 645

Our customer service team will send you the necessary administrative and financial documents as well as additional information

3. Complete the administrative procedures:

(Funding, work order, visas and plane ticket)

Our customer service team assists you with information and guidance about the hotels in the proximity of the learning center, we have negotiated preferential rates for you.

4. Pay the registration fees by bank transfer to the order of CODEV International

5. Enjoy unrivaled hospitality:

Our logistic team will meet you at the airport whatever the date and time of your arrival and take you to your hotel.

At training center, our team will offer you coffee and provide on-site assistance

8. Post training support:

we ensure that all participants regardless of where they are located have access to all information needed

7. Discover our various destinations during trips organized by our logistic team on the weekends

6. Learn, apply and share knowledge:

With skilled trainers who use advanced tools, active and practical teaching methods You will also benefit from the experience of participants from all over the world in the same professional field



References - Partners



TUNISIA

- Project for the Development of the Borj Cedria Science and Technology Park
- Equipment Project for the New Tunisian Television House
- Flood Control Project for Greater Tunis
- Integrated Forest Management Project
- Construction Project of the Trans Maghreb Gabès-Medenine Corridor
- Drinking Water Supply Project for Urban Centers
- Improvement Project for the Environment of Water and Wastewater in 10 Tunisian Governorates
- Ministry of Local Affairs and Environment of the Tunisian Republic



MALI

- Technical Assistance Project for Governance and Budgetary Decentralization (PAT)
- Support Project for the Energy Sector (PASE)
- Road Authority - Road Maintenance Fund
- INACO: Engineering and Consulting
- Reconstruction and Economic Recovery Project (PRRE)
- Ministry of Agriculture (DNGR)
- Malian Association for Survival in the Sahel (AMSS)
- National Road Safety Agency
- Governance Project for the Mining Sectors
- International Committee of the Red Cross
- Malian Office of Housing
- National Meteorological Agency
- Economic and Environmental Rehabilitation Project of the Niger River in Mali (PREEFN)



NIGERIA

- Federal Ministry of Water Resources and AFDP Project Program Coordinating Unit
- Gombe State Water Supply and Sanitation Agency (Ruwassa)
- Gombe State Government
- Inclusive Basic Service Delivery and Livelihood Empowerment Integrated Programme



DEMOCRATIC REPUBLIC OF CONGO (DRC):

- Mining Cadastre
- Trade Aid Program
- Ministry of Commerce
- TSHITEMBO & Associates Firm
- National Fund for Promotion and Social Service (FNPSS)
- Socioeconomic Infrastructure Strengthening Project in the Central Region (PRISE Project)
- SANRU ASBL
- Institute of Central African Labor (ITAC)
- ICRC (International Committee of the Red Cross)
- Ministry of Finance
- MUTANDA MINING Sarl
- UNICEF
- African Research Maintenance & Development
- CODESCI NGO



CAMEROUN

- Ministry of Finance
- ENEO The Energy of Cameroon
- Rural Electrification Agency AER
- Autonomous Douala Port
- PERACE/AER
- Youth Entrepreneurship Promotion Program
- Road Fund
- National Program for Participatory Development
- Ministry of Foreign Affairs
- SIAD - International Service for Development Support



GUINEA

- Support Project for Basic Education Development (Education Project IV)
- Education Sector Program
- Rehabilitation and Extension Project of Electrical Networks
- Sable Mining Africa LTD
- Company for the Management and Operation of the Airport (SOGEAC)
- Guinea Bauxite Company
- Program for the Development of Special Transformation Zones
- Agro-Industry of Boké and Kankan
- GIZ Guinea
- Coordination and Project Execution Unit
- Ministry of Energy, Hydraulics, and Hydrocarbons
- Electricity of Guinea



CENTRAL AFRICAN REPUBLIC

- National Transition Council
- First Sectoral Program Drinking Water and Sanitation of Bangui and 4 Prefectures (PSEPA)
- Food and Agriculture Organization of the United Nations (FAO)
- European Union



CHAD

- National Library of Chad
- Urban Project PADUR-MATUH
- Pastoral Hydraulics Program
- Civil Aviation Authority
- Decentralized Development Program (PRODABO)
- Ministry of Urban and Rural Hydraulics
- SNEL (National Electricity Company)
- Road Maintenance Fund
- Ministry of Environment
- Revitalization and Development Project of the Lake Region
- Ministry of Livestock and Animal Production



JAPAN

- Japan International Cooperation Agency (JICA)



GERMANY

- The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH : German Corporation for International Cooperation GmbH



BELGIUM

- VLIR-UOS University Research Project)

References - Partners



MAURITANIA

- Ministry of Economic Affairs and Development
- Institutional Strengthening Project for the Mining Sector
- Public Procurement Monitoring Commission
- Ministry of Employment, Vocational Training, and Information and Communication Technologies
- Ministry of Environment and Sustainable Development
- Public Sector Capacity Strengthening Project
- Microfinance Actors Capacity Strengthening Project
- Ministry of Health
- Fisheries Sector Advisory Project
- National Connectivity Project
- Natural Resources Management Program
- Education and Training Project
- Climate Change Adaptation Project for Economic Activity
- National Hydrocarbons Commission
- Promotion Agency for Savings and Credit
- Public Procurement Regulatory Authority
- Literacy and Vocational Learning Project
- Extractive Industries Transparency Initiative
- Ministry of Fisheries and Maritime Economy
- Ministry of Social Affairs, Childhood, and Family
- Ministry of Petroleum, Energy, and Mines
- Employment Promotion and Decentralization Support Project
- Food Security Commissariat
- National Rural Development Company
- National Civil Aviation Agency
- Ministry of Health
- National Mining and Industrial Company
- Sustainable Artisanal Fishing Project
- Mauritanian Refining Industries Company
- Food Security Commissariat
- NGO CODESCI



LESOTHO

- Lesotho Electricity Company



YEMEN

- Save the children – World Bank



NIGER

- National Livestock Improvement Program
- Local Development Support Project in the Diffa Region
- Public Procurement Regulation Agency
- Prime Minister's Office
- Ministry of Hydraulics and Sanitation
- Sustainable Agricultural Development Support Program in the Dosso Region
- Securing Pastoral Land Systems Project in Niger
- Ministry of Livestock
- Ministry of Planning, Land Use Planning, and Community Development
- Prime Minister's Office
- National Environmental Council for Sustainable Development (CNEDD)
- Hamdallaye Rural Commune
- Niamey Mayor's Office
- Ministry of Energy
- Support for Quality Education Project (PAEQ)
- WFP
- PROLAC
- Nigerien Electricity Company (NIGELEC)
- 3n High Commission
- MCA : Millennium Challenge Account
- Prime Minister's Office Cabinet



MOROCCO

- African Center for Administrative Training and Research for Development (CAFRAD)



GABON

- WWF
- Integrated Drinking Water Supply and Sanitation Program in Gabon
- General Budget Directorate
- Ministry of Budget and Public Accounts
- Eni Gabon



REPUBLIC OF THE CONGO

- Ministry of Economy, Finance, Planning, Public Portfolio, and Integration
- Ministry of Territorial Planning and Major Works
- Central African Development Bank



TOGO

- Togo Cellular
- Integrated Rural Development Project in the MO Plain PDR1 MO
- Resource Mobilization Support Project to Strengthen Institutional Capacities PAMOCI
- Agricultural Productivity Program in West Africa (PPAAO)
- Education and Institutional Strengthening Project (PERI)
- World Bank Project Management Unit
- West African Development Bank (BOAD)
- SP-EAU
- Centralization and Governance Program



BENIN

- Ministry of Decentralization, Local Governance, Administration, and Land Use Planning
- Autonomous Port of Cotonou
- Multisectoral Project for Health and Nutrition
- ARCIP Project
- Urban Development and Decentralization Support Project
- Technical Support and Monitoring Unit UATSMEMP
- National Association of Benin's Municipalities
- Benin Airports Company SAB
- West African Development Bank
- SME 3 Project
- GIZ
- Technical Support and Monitoring Unit UATS/MEMP
- College of Engineering-Energy
- Transport Infrastructure, Environment (CoE-EIE)
- Sustainable Agricultural Sector Support Program
- Millennium Challenge Account (MCA-Benin II)

References - Partners



BURKINA FASO

- Center for Economic and Social Studies and Experimentation in West Africa - International Association (CESAO-AI)
- Coordination Center for Water Resources (CCRE)
- Permanent Inter-State Committee for the Fight against Drought in the Sahel
- Project for the Improvement of Agricultural Productivity and Food Security (PAPSA)
- West African Economic and Monetary Union (UEMOA)
- International Committee of the Red Cross
- Iamgold Eskane SA



IVORY COAST

- AAE AF A, AID JAN
- Association for the Promotion of Exports
- Ivorian Radio Television
- Ministry of Agriculture and Rural Development
- Support Program for Reviving Agricultural Sectors (PARFACI)
- Road Safety Office (OSER)
- Ministry of Halieutic Resources
- Sub-program for Drinking Water and Sanitation (PSEPA)
- Sustainable Agricultural Sectors Project in Côte d'Ivoire (FADI)
- African Development Bank
- Interprofessional Fund for Agricultural Research and Advisory Services in Auditing



SENEGAL

- Program for the Promotion of Renewable Energies
- National Agency for Renewable Energies
- Executive Council of Urban Transport in Dakar (CETUD)
- World Environment Fund
- Food and Agriculture Organization of the United Nations (FAO)
- Organization for the Development of the Senegal River (PGIRE)
- Rural Drilling Office
- National Land Development and Exploitation Company (SAED)
- Community Roads Support Project in Support of the National Local Development Program (PPCP NDJ)
- Urban Transport Executive Council of Dakar
- Africa Aid
- Agency for the Development and Support of SMEs
- Tourism and Business Development
- Central Bank of West African States (BCEAO)
- Cell for Planning, Coordination, and Monitoring of Programs (CPCSP)



DJIBOUTI

- Ministry Responsible for Trade, SMEs, Crafts, Tourism, and Formalization
- Djibouti Intellectual Property Office (ODPIC)
- Reinforced Integrated Framework (RIF)
- Djibouti Roads Agency



MADAGASCAR

- Center for Economic and Social Studies and Experimentation in West Africa - International Association (CESAO-AI)
- Coordination Center for Water Resources (CCRE)
- Permanent Inter-State Committee for the Fight against Drought in the Sahel
- Ministry of Population, Social Protection, and Women's Promotion
- Intervention Fund for Development



BURUNDI

- Public Enterprises Service
- Ministry of Finance
- Capacity Building Program for Economic Governance
- Financial and Private Sector Development Project
- Network of Microfinance Institutions
- Belgian Technical Cooperation
- NKURIZA COVID 19 Projects (World Bank)
- NKURLLA/BM
- NSPLS



COMORES

- RRC Project
- UNDP
- Ministry of Agriculture, Fisheries, environment, and Tourism
- General Directorate of the Environment and Lands



FRANCE

- French Development Agency (AFD)



HAÏTI

- Welt hunger hilfe



GUINEA-BISSAU

- Food Security Support Project (PASA)
- National ICT Regulatory Authority

REGISTRATION FORM

Training Topics

Theme :	<input type="text"/>
Date :	<input type="text"/>
Place :	<input type="text"/>

Department, Project or Company

Name:	<input type="text"/>
Country :	<input type="text"/>
Address :	<input type="text"/>
City:	<input type="text"/>
Phone:	<input type="text"/>
Fax :	<input type="text"/>
E-mail :	<input type="text"/>

Participants

Mrs:	<input type="checkbox"/>	Mr:	<input type="checkbox"/>
Name / surname :	<input type="text"/>		
Function :	<input type="text"/>		
Department:	<input type="text"/>		
E-mail :	<input type="text"/>		
Phone:	<input type="text"/>		

Place:	<input type="text"/>	Date:	<input type="text"/>	Stamp and Signature
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