

Circular No (45) for 2014
On the launch of free training courses in August 2014
within Government Knowledge Portal Initiative 'Ma'aref'

To: All Ministries & Federal Government Entities

The Federal Authority for Government Human Resources (FAHR) would like to send you kind regards, wishing you all the success in your endeavors.

In line with the Human Resource Strategy in the Federal Government aimed at enhancing the efficiency and competence of the Federal Government employees; we have the pleasure to announce the launch of the free training courses specially tailored for the Federal Government employees within the Government Knowledge Portal Initiative 'Ma'aref' in August 2014. Further information about these courses is detailed by the Federal Government's Preferred Training Partners, in the table below.

Therefore, all Human Resource and Training officers at the ministries and federal entities who are interested in nominating their employees for the training programs should communicate with the coordinators whose names and addresses appear in the table below.

Thank you for your cooperation.

Issued on: August 03, 2014

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Director General,
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For more information please contact:

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Free Training Courses in August 2014
within Government Knowledge Portal Initiative 'Ma'aref'

Training Provider	Course Title	Duration	Time	Venue	Seats	Remarks
The Innovation Point	Training Needs Analysis & Identification Skills	17- 19 Aug. 2014	9:00 – 2.30	FAHR, Dubai	25 for all federal entities (1 or 2 for each)	Target Group: HR – Training & Development Officers
Service Management Centre of Excellence (SMCE)	Recruitment & Retention Skills – Framework & Career Development that Inspires the Workplace	20 Aug. 2014	9:00 – 12.30	FAHR, Dubai	25 for all federal entities (1 or 2 for each)	The course will be offered in English

Human Resource and Training Officers in the federal government sector who are interested to nominate their employees for the above training programs, are kindly requested to make nominations through 'Ma'arif' electronic system (www.maaref.ae) . Please find attached herewith the user manual of 'Ma'arif' electronic system. For more information please contact:

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