



[www.francisconsulting.org](http://www.francisconsulting.org) [info@francisconsulting.org](mailto:info@francisconsulting.org) +2348035062583

Opposite ECWA CHURCH

REG NO: LAZ.172427

Bagusa

Dei Dei

ABUJA NIGERIA

**Website:** [www.francisconsulting.org](http://www.francisconsulting.org)

**E-mail:** [drfrancisokereke@gmail.com](mailto:drfrancisokereke@gmail.com); [info@francisconsulting.org](mailto:info@francisconsulting.org)

**08082263439; 08035062583;09094804971**

**March 2, 2026**

To

Hon, Ministers

Permanent Secretaries

Directors General/Comptrollers-General

Vice Chancellors, Rectors, Provosts, Principals

Chief Medical Directors/Medical Directors

Managing Directors/CEO

Directors of Personnel/Head of Human Resources/Training.

Head of Departments

Dear Sir,

**UPCOMING WORKSHOP ON JAN-DEC 2026**

We are pleased to invite you to send your staff to participate in our Courses listed below:

**DISCOUNT POLICY:**

3-5 DELEGATES	5%
6-15 DELEGATES	10%
16 DELEGATES & ABOVE	15%

**STATEMENT OF ADHERENCE TO NCDC PROTOCOL:**

We have put in place strict adherence procedure to NCDC COVID 19 PROTOCOL in the conduct of our trainings:

This includes but not limited to:

1. Adequate spacing in terms of seating arrangement
2. Every delegate must wear a face mask when entering the premises and workshop venue
3. No shaking of hands rather the use of elbow is highly encouraged.
4. The use of hand sanitizer is a must for every delegates.
5. All our hotels for workshop use is visited prior to the seminar date to ensure their adherence to these all-important protocols.

We assure you that the participants will benefit by enriching their knowledge and sharing their skill in the different areas that will be addressed. They will be equipped with adequate skill and knowledge required in meeting the ever-increasing challenges in the workplace.

There is no doubt that these courses will be of immense benefit to your organization if you give your workers the opportunity to participate.

**FEE:**

The fee for all the courses is N 485,500.00 per participant for Abuja ( LAP NEW WORLD HOTEL JABI ABUJA and N385,500 for ( ONLINE-ZOOM MEETING ROOM) All the courses will hold simultaneously on the same day. In house training arrangements are also available.

**HOW TO REGISTER:**

Send the list of nominees with the fee attached in cash/draft, made payable to Francis Consulting (ACCESS BANK PLC Account Number 0034926631 or Fund Transfer Sort Code 044152273 and TIN NO: 6500135238

Kindly send or text the lists of your nominees to Francis 0803-506-2583,0808-226-3439 or email us at [info@francisconsulting.org](mailto:info@francisconsulting.org) and copy [drfrancisokereke@gmail.com](mailto:drfrancisokereke@gmail.com)

We look forward to welcome your nominees at the venue.

Your's Faithfully,



***Francis Okereke Ph.D,MBA,FCA,FCIB,FIMC,CMC,FCILRM,FPEFON,AMNIM  
Course Director***

Tel: 08035062583,08082263439

## **WORKSHOP CALENDAR FOR THE YEAR 2026**

1.	Advance Cost Accounting & Cost Mgmt Strategies	<b>12–15 Jan</b>
2.	Fixed Assets Accounting & Insurance Policies	<b>13–16 Jan</b>
3.	Sales, Purchasing, Marketing & Distribution	<b>13–16 Jan</b>
4.	Advanced Information & Communication Tech	<b>12–15 Jan</b>
5.	Suspense Accounts Mgmt & Reconciliation	<b>19–22 Jan</b>
6.	Payroll Admin & HR Management	<b>26–29 Jan</b>
7.	Receivable Management Course	<b>20–23 Jan</b>
8.	Effective Report Writing for Internal Auditors	<b>2–5 Feb</b>
9.	Marketing in Recession	<b>3–6 Feb</b>
10.	Effective Audit Techniques (Computerized)	<b>9–12 Feb</b>
11.	Excellence in Managing Accounts Payable	<b>10–13 Feb</b>
12.	PM, Monitoring & Evaluation	<b>16–19 Feb</b>
13.	Construction Project & Post-Contract Mgmt	<b>17–20 Feb</b>
14.	Best Practice in Purchasing & Supplies	<b>23–26 Feb</b>
15.	Managing Accounts Payable Course	<b>24–27 Feb</b>
16.	Financial Planning, Budgeting & Cost Control	<b>2–5 Mar</b>
17.	Essentials of Internal Audit	<b>3–6 Mar</b>
18.	Accounting Skill Improvement (Middle Managers)	<b>9–12 Mar</b>
19.	Advanced Computerized Accounting Systems	<b>10–13 Mar</b>
20.	Procurement, Contract, Finance & Mgmt	<b>16–19 Mar</b>
21.	Achieving Customer Relationship	<b>17–20 Mar</b>
22.	Managing the Transport Department	<b>23–26 Mar</b>
23.	Best Practice in Financial Reporting & Analysis	<b>24–27 Mar</b>
24.	Sales, Purchasing, Marketing & Distribution	<b>7–10 Apr</b>
25.	Advanced Fraud Detection & Control	<b>6–9 Apr</b>
26.	Advanced Leadership	<b>14–17 Apr</b>
27.	Payroll Admin & HR Management	<b>13–16 Apr</b>
28.	Advanced Cost Accounting & Cost Mgmt Strategies	<b>21–24 Apr</b>
29.	Successful Fleet & Transport Mgmt	<b>20–23 Apr</b>
30.	Advanced Project & Risk Management	<b>28 Apr – 1 May</b>
31.	Project Mgt, Monitoring & Evaluation	<b>5–8 May</b>
32.	Managing Procurement, Fraud Risk & IC	<b>12–15 May</b>
33.	IFRS Fundamental Training	<b>19–22 May</b>
34.	IFRS in Oil & Gas	<b>26–29 May</b>
35.	Advanced ICT	<b>4–7 May</b>
36.	Management Skill Improvement (Managers)	<b>11–14 May</b>
37.	Risk Mgt / Internal Controls / Fraud Prev	<b>18–21 May</b>
38.	Marketing in Recession	<b>25–28 May</b>
39.	Advanced Budgeting & Financial Planning	<b>2–5 Jun</b>
40.	Project Mgt, Monitoring & Evaluation	<b>9–12 Jun</b>
41.	Effective Coaching	<b>1–4 Jun</b>
42.	Advanced ICT	<b>8–11 Jun</b>

43.	Fundamentals of Oil & Gas Accounting	<b>16–19 Jun</b>
44.	HR Mgt for Non–HR Managers	<b>15–18 Jun</b>
45.	Customer Relationship Management	<b>23–26 Jun</b>
46.	Managing Procurement, Fraud Risk & IC	<b>22–25 Jun</b>
47.	Advanced Computer Appreciation (Admins/Sec/PA)	<b>6–9 Jul</b>
48.	Advanced Budgeting & Mgt Accounting	<b>7–10 Jul</b>
49.	Computer Audit & Fraud Management <b>1</b>	<b>3–16 Jul</b>
50.	Managing Legal & Compliance Risk	<b>14–17 Jul</b>
51.	Effective Audit Techniques (Computerized)	<b>20–23 Jul</b>
52.	Basic Course for Cashiers & Tellers	<b>21–24 Jul</b>
53.	Strategic Financial Planning & Cost Control	<b>27–30 Jul</b>
54.	Advanced Credit Management & Collection	<b>28–31 Jul</b>
55.	Advanced Internal Auditing Strategies	<b>4–7 Aug</b>
56.	Bank Inspection & Internal Control	<b>11–14 Aug</b>
57.	Advanced Procurement, Supplies + International Procurement	<b>3–6 Aug</b>
58.	Fundamentals of Credit Mgt & Cost Control	<b>10–13 Aug</b>
59.	Excellence in Corporate Internal Auditing & Fraud Control	<b>18–21 Aug</b>
60.	Fundamentals of Oil & Gas Marketing	<b>17–20 Aug</b>
61.	Managing Accounts Payable	<b>25–28 Aug</b>
62.	Effective Cash & Risk Management	<b>31 Aug – 3 Sept</b>
63.	Professional Skills for Sec/PA/Admin	<b>1–4 Sept</b>
64.	Excellence Financial Statement Analysis	<b>2–5 Sept</b>
65.	Receivable Management	<b>8–11 Sept</b>
66.	Managing Financial Crisis & Risk Analysis	<b>15–18 Sept</b>
67.	Planning for Retirement	<b>14–17 Sept</b>
68.	Managing the Transport Department	<b>21–24 Sept</b>
69.	Managing Procurement / Fraud Risk / IC	<b>22–25 Sept</b>
70.	Fixed Assets Accounting & Insurance	<b>28 Sept–Oct 1</b>
71.	IFRS in Oil & Gas	<b>6–9 Oct</b>
72.	Essentials of Internal Audit	<b>13–16 Oct</b>
73.	IFRS Fundamental Training	<b>20–23 Oct</b>
74.	Achieving Customer Relationship	<b>26–29 Oct</b>
75.	Advanced Fraud Detection & Control	<b>27–30 Oct</b>
76.	Advanced ICT	<b>5–8 Oct</b>
77.	Train the Trainers	<b>4–7 Nov</b>
78.	Project Mgt, Monitoring & Evaluation	<b>12–15 Oct</b>
79.	Construction Project & Post-Contract	<b>3–6 Nov</b>
80.	Managing People for Strategic Growth	<b>9–12 Nov</b>
81.	Risk Mgt/Internal Controls/Fraud Prev	<b>10–13 Nov</b>
82.	Managing Legal & Compliance Risk	<b>16–19 Nov</b>
83.	Managing L&D Function	<b>17–20 Nov</b>
84.	Import Management	<b>23–26 Nov</b>
85.	Warehouse/Store/Stock Control	<b>24–27 Nov</b>
86.	Accounting & Finance for Non-Financial Managers	<b>30 Nov – 3 Dec</b>
87.	Business Continuity Planning & Disaster Recovery	<b>1–4 Dec</b>

88.	Marketing in Recession	<b>8–11 Dec</b>
89.	Management Skills for Supervisors/Senior Mgrs	<b>7–10 Dec</b>
90.	Basic Management Accounting (Non-Accountants)	<b>14–17 Dec</b>
91.	Effective Finance & Accounting Operations	<b>14–17 Dec</b>
92.	Managing Procurement/Fraud/IC	<b>12–15 Jan</b>
93.	Advanced Financial Mgmt & Cost Control	<b>12–15 Jan</b>
94.	Fundamentals of Credit & Financial Mgmt	<b>19–22 Jan</b>
95.	Managing Procurement/Fraud/IC	<b>26–29 Jan</b>
96.	Excellence in Corporate Internal Auditing	<b>12–15 Jan</b>
97.	Effective Cash Management Techniques	<b>2–5 Feb</b>
98.	Skills Improvement for Internal Auditors	<b>9–12 Feb</b>
99.	Receivable Management	<b>2–5 Mar</b>
100.	Effective Budgeting & Control Strategies	<b>16–19 Mar</b>
101.	Managing Accounts Receivable	<b>6–9 Apr</b>
102.	Managing Legal & Compliance Risk	<b>20–23 Apr</b>
103.	Fixed Assets Accounting & Insurance Policies	<b>11–14 May</b>
104.	Advanced Budgeting & Financial Planning	<b>1–4 Jun</b>
105.	Effective Cash Management Techniques	<b>6–9 Jul</b>
106.	Import Management Workshop	<b>13–16 Jul</b>
107.	Stock & Store Management	<b>20–23 Jul</b>
108.	Managing Procurement/Fraud/IC	<b>3–6 Aug</b>
109.	Accounting Skill Improvement Workshop	<b>17–20 Aug</b>
110.	Advanced Computerized Accounting Systems	<b>7–10 Sept</b>
111.	Customer Relationship Management	<b>14–17 Sept</b>
112.	Effective Audit Techniques	<b>5–8 Oct</b>
113.	Warehouse & Stock Control	<b>12–15 Oct</b>
114.	Achieving Customer Relationship	<b>19–22 Oct</b>
115.	Suspense Accounts / Reconciliation	<b>26–29 Oct</b>
116.	Payroll Administration & HRM	<b>2–5 Nov</b>
117.	Risk Mgmt / Fraud Prevention	<b>9–12 Nov</b>
118.	Best Practice in Financial/Internal Audit	<b>16–19 Nov</b>
119.	Sales/Purchasing/Marketing/Distribution	<b>23–26 Nov</b>
120.	124A. Managing the Transport Department Course	<b>20–23 Apr</b>
121.	Advance Cost Accounting & Cost Mgmt Strategies	<b>15–18 Jun</b>
122.	Risk Mgmt – Internal Controls & Fraud Prevention	<b>10–13 Aug</b>
123.	Marketing in Recession Course	<b>19–22 Oct</b>
124.	Excellence in Corporate Internal Auditing & Fraud Control	<b>2–5 Nov</b>
125.	Effective Audit Techniques in a Computerized Environment	<b>9–12 Nov</b>
126.	Accounting & Finance for Non-Financial Managers	<b>16–19 Nov</b>
127.	Advanced Fraud Detection & Control Course	<b>16–19 Nov</b>
128.	Sage Line 50 Accounting Software Training	<b>23–26 Nov</b>
129.	Effective Budgeting & Budgetary Control	<b>23–26 Nov</b>
130.	Effective Finance & Accounting Operations	<b>9–12 Nov</b>
131.	Advanced Information & Communication Tech 3	<b>30 Nov – 3 Dec</b>
132.	Managing Accounts Receivable	<b>7–10 Dec</b>

133.	Effective Cash Management Techniques	<b>7–10 Dec</b>
134.	Advanced Fraud Detection, Prevention & Control	<b>14–17 Dec</b>
135.	Setting Up & Managing the Audit Department	<b>14–17 Dec</b>
136.	Computer Audit & Fraud Management	<b>21–24 Dec</b>
137.	Managing Accounts Payable	<b>21–24 Dec</b>
138.	Best Practice in Financial Reporting & Analysis	<b>28–31 Dec</b>