



Business Education  
Examinations Council

# 2024/2025

# EXECUTIVE DEVELOPMENT & STAFF TRAINING PROGRAMME



*The Federal Government's Centre for  
Management Development has over the  
years accredited & re-accredited BEEC's  
Programmes*



**BUSINESS EDUCATION EXAMINATIONS COUNCIL**

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**BEEC... Leader in Human Resource Development & Learning**

# Executive Development and Learning Programme



## **NIGERIA**

17th International Public Relations Congress  
in Lagos, Nigeria



## **SOUTH AFRICA**

International Executive Development  
Programme in South Africa



## **NIGERIA**

Chief Executives and Directors Programme  
in Nigeria



## **GHANA**

HR Executives Development Programme in  
Accra, Ghana



## **GAMBIA**

The Management School London  
& BEEC International Consultants



## **NAMIBIA**

Board Chairmen, Chief Executives, Directors'  
& Board Secretaries Programme  
sponsored by The Management School London  
& BEEC International held in Namibia

World-class courses delivered here in Nigeria and around the Globe by world-class faculty

# Executive Development and Learning Programme



**ARMED FORCES, POLICE & PARAMILITARY PUBLIC RELATIONS & COMMUNICATION MANAGEMENT PROGRAMME**  
@ VIRGINROSE RESORTS HOTEL, VICTORIA ISLAND LAGOS, NIGERIA  
22ND TO 24TH MARCH, 2022

**NIGERIA**



**THE INTERNATIONAL CONGRESS PUBLIC RELATIONS & HUMAN RESOURCE MANAGEMENT**  
8<sup>th</sup>-11<sup>th</sup> JULY 2013 AT KAMPALA SERENA HOTEL

**UGANDA**

**International Public Relations & Human Resource Management Congresses**



**INTERNATIONAL MANAGEMENT CONGRESS**  
6<sup>th</sup> - 10<sup>th</sup> July 2009, at Hilton Hotel Nairobi - Kenya.

**KENYA**

**International Management Congress**



**International Executive Development Congresses**  
at Sheraton Hotel Banjul, The Gambia,  
4<sup>th</sup> - 7<sup>th</sup> July 2011

**THE GAMBIA**

**International Executive Development Congresses**



**BRITAIN**

**International Executive Development Programme**



**GHANA**

**Board Chairmen Master-Class Programme**

World-class courses delivered here in Nigeria and around the Globe by world-class faculty

# Executive Development and Staff Training Programme



## BEEC EXECUTIVE DEVELOPMENT & STAFF LEARNING PROGRAMMES IN NIGERIA

*The Federal Government's Centre for Management Development has over the years accredited & re-accredited BEEC's Programmes*



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## **Business Education Examinations Council**

BEEC International is the leading Management Development & Staff Training Organisation in Africa. BEEC provides a comprehensive range of training and development courses to meet the needs of Executives and Staff. BEEC courses are held in major cities in Africa including Nigeria, The Gambia, Ghana, Kenya, Cote d'Ivoire, Namibia, Republic of Benin, Senegal, South Africa and Uganda.

BEEC also has a working relationship with leading International Business Schools and Professional Organisations such as The Management School London. BEEC has run many courses for national governments and blue chip companies.

BEEC has carried out many training programmes for leading multi-national organizations, major oil & gas companies, banks, federal, state and local governments.

### **Company Strategy, Human Resources and Quality**

In an environment of increasing customer focus, competitiveness is primarily by the way in which people are managed. In the current climate, the organizations that will excel are those that gain their employees' commitment and tap capacity to learn and develop at every level within the organization.

- Success for organizations will depend on maximizing the contributions of their employees in order to achieve a sustainable advantage.
- Quality and Performance Management are NOW of perpetual concern to most well run businesses.
- High on the agenda of these companies are the issues of how to improve the quality of products and services and improve performance in an increasing competitive environment and how to enhance the quality of organisation's resources.

Training programmes offered by BEEC International are used by many organizations in the African continent as the benchmark for quality training.

### **Method of Training**

Our courses generally follow the pattern of formal lectures delivered by experienced and practical oriented consultants, chief executives and top executives. They are supplemented with case studies, syndicate work, group discussion, business games, video presentation and visits. Our courses normally start at 9.00 a.m. and end at 5.00 p.m.

Business Education Examinations Council (BEEC) will run the following courses in the year 2024/2025. Organisations are advised to make their year's nominations in advance. All bookings are Pre-Paid. Cheques should be made payable to "Business Education Examinations Council".

## CHIEF EXECUTIVES & DIRECTORS DEVELOPMENT PROGRAMMES

REF. No	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
CED 1	28 - 30 May	27- 29 May	Chief Executives & Directors Development Programme	Peninsula Hotel, Lekki Phase1, Lagos	N250,000 Int'l Participants US\$1200 Non-Residential
	20 - 22 Aug.,	19 - 21 Aug.,			
	19 - 21 Nov.,	18 - 20 Nov.,			
CED 2	28 - 30 May	27- 29 May	Medical Directors/CEO & Top Management Programme	Peninsula Hotel, Lekki Phase1, Lagos	N250,000 Int'l Participants US\$1200 Non-Residential
	20 - 22 Aug.,	19 - 21 Aug.,			
	19 - 21 Nov.,	18 - 20 Nov.,			

## MANAGEMENT & LEADERSHIP PROGRAMMES

REF. No	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
GM 1	14 - 16 May	13 - 15 May	Advanced Management Programme	Peninsula Hotel, Lekki Phase1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct,			
GM 2	14 - 16 May	13 - 15 May	Advanced Management & Leadership Programme for Clerks of Parliamentarians, National & State Assemblies	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct,			
GM 3	14 - 16 May	13 - 15 May	Advanced Management & Leadership Programme for Parliamentarians	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct,			
GM 4	4 - 16 May	13 - 15 May	Management & Leadership Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct			
GM 5	14 - 16 May	13 - 15 May	Public Service Leadership & Management Programme for Heads of Service & Directors	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct			
GM 6	14 - 16 May	13 - 15 May	Management & Leadership Programme for State Directors of Nursing & Heads of Nursing & Midwifery Institutions	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
	23 - 25 July	22 - 24 July			
	15 - 17 Oct	15- 17 Oct			
GM 7	21 - 23 May	20 - 22 May	Future Leadership Programme for Young Graduate Trainees	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 International Participants US\$999 Non Residential
	6 - 8 Aug.,	5 - 7 Aug.,			
	12 - 14 Nov.,	12- 14 Nov.,			
GM 8	21 - 23 May	20 - 22 May	All Africa Management Congress	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	6 - 8 Aug.	5 - 7 Aug.,			
	12- 14 Nov.	12- 14 Nov.			
GM 9	21 - 23 May	20 - 22 May	College Management Congress for College Proprietors, Principals & Vice Principals Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	6 - 8 Aug.	5 - 7 Aug.			
	12- 14 Nov.	12- 14 Nov.			
GM 10	21 - 23 May	20 - 22 May	Advanced Management & Leadership Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	6 - 8 Aug.	5 - 7 Aug.			
	12- 14 Nov.	12- 14 Nov.			
Gm11	21 - 23 May	20 - 22 May	Women in Management & Business - Africa	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
	6 - 8 Aug.	5 - 7 Aug.			
	12 - 14 Nov.	11 - 13 Nov.			



Gm12	21 - 23 May 6 - 8 Aug. 12 - 14 Nov.	20 - 22 May 5 - 7 Aug. 11 - 13 Nov.	Supervisory Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential
Gm13	21 - 23 May 6 - 8 Aug. 12 - 14 Nov.	20 - 22 May 5 - 7 Aug. 11 - 13 Nov.	Office Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential
Gm14	21 - 23 May 6 - 8 Aug. 12 - 14 Nov.	20 - 22 May 5 - 7 Aug. 11 - 13 Nov.	Strategic Management & Legislators Development for Parliamentarians	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
Gm15	21 - 23 May 6 - 8 Aug. 12 - 14 Nov.	20 - 22 May 5 - 7 Aug. 11 - 13 Nov.	Effective Management & Leadership Programme for Local Government Chairmen & Councillors	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
Gm16	21 - 23 May 6 - 8 Aug. 12 - 14 Nov.	20 - 22 May 5 - 7 Aug. 11 - 13 Nov.	Principal & Senior Executive Officers Management & Leadership Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999

## PUBLIC RELATIONS & COMMUNICATION PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
PRC1	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	Security Public Relations Programme for the Armed Forces, Police & Paramilitary Public Relations & Communication Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC2	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	The Directors of Public Relations & Communication & Senior Communications Professionals Summit	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC3	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	Strategic Public Relations Management Programme	Peninsula Hotel, Hotel, Victoria Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC4	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	Managing Community Relations Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC5	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	Organisational Issues, Emergency Crisis Public Relations & Communication	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC6	28- 30 May	27 - 29 May	Meet the Media, Media Relations & Strategic Public Relations Congress	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC7	26- 28 March 20 - 22 August 19 - 21 Nov. ,	25 - 27 March 19 - 21 August 18 - 20 Nov.,	How To Maximise Media Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
PRC8	26- 28 March 20 - 22 August 19 - 21 Nov. ,	25 - 27 March 19 - 21 August 18 - 20 Nov.,	Public Relations Appreciation Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
PRC9	26- 28 March 20 - 22 August 19 - 21 Nov. ,	25- 27 March 19 - 21 August 18 - 20 Nov.,	Public Relations & Digital Communication Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential
PRC10	26- 28 Nov.	25- 27 Nov.	All Africa Strategic Public Relations & Digital Communication Master - Class Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential



PRC11	26- 28 March 20 - 22 August 19 - 21 Nov.	25 - 27 March 19 - 21 August 18 - 20 Nov.	Effective Police Public Relations & Digital Communication Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential
PRC 12	26 - 28 March 20 - 22 Aug. 19 - 21 Nov.	25 - 27 March 19 - 21 Aug. 18 - 20 Nov.	Public Relations & Digital Media Programme for Customs & Immigration	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
PRC13	23 - 25 April 20 - 22 Aug. 19 - 21 Nov.	22 - 24 April 19 - 21 Aug. 18 - 20 Nov.	Government Information Management & Digital Communication Strategy Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
PRC14	18 - 20 June 13 - 15 Aug. 3 - 5 Dec.	17 - 19 June 12 - 14 Aug. 2- 4 Dec.	Government Relations & Parliamentary Public Relations Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential
PRC15	18 - 20 June 13 - 15 Aug., 3 - 5 Dec.,	17 - 19 June 5 - 7 Aug., 2 - 4 Dec.,	Government Press Secretaries & Digital Communication Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
PRC16	13 - 15 Aug.,	12 - 14 Aug.	18th International Public Relations Congress	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
PRC17	26 - 28 March	25 - 27 March	Effective Public Relations & Digital Communication	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
PRC18	18 - 20 June 13 - 15 Aug. 3 - 5 Dec.	17 - 19 June 12 - 14 Aug. 2 - 4 Dec.	Introduction to Public Relations Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
PRC19	18-20 June 13 - 15 Aug. 3 - 5 Dec.	25-27 March 12 - 14 Aug. 2 - 4 Dec.	Effective Negotiation & Community Relations Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
PRC20	28 - 30 May 13 - 15 Aug. 3 - 5 Dec.	27 - 29 May 13 - 15 Aug. 3 - 5 Dec.	Commonwealth Customs and Immigrations Public Relations Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC21	24 - 26 Sept.	23 - 25 Sept.	Commonwealth of Nations & Africa Cyber Security Programme Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
PRC22	26- 28 March 13 - 15 Aug. 3 - 5 Dec.	25 - 27 March 13 - 15 Aug. 3 - 5 Dec.	Effective Public Relations & Digital Communication Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
PRC23	18 - 20 June 13 - 15 Aug. 3 - 5 Dec.	17- 19 June 12 - 14 Aug. 2 - 4 Dec.	Financial Public Relations & Investors Relations Programme for Banks, SEC, Stock Exchange, Insurance & Financial Institutions	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999

## HUMAN RESOURCE MANAGEMENT PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
HM 1	14 - 16 May	13- 15 May	18th International Human Resource Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
HM 2	14 - 16 May 16 - 18 July 22 - 24 Oct.,	13 - 15 May 15 - 17 July 21 - 23 Oct.,	Strategic Human Resource Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999
HM 3	7- 9 May 16 - 18 July 22 - 24 Oct.,	6 - 8 May 15 - 17 July 21 - 23 Oct.,	Talents Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
HM 4	14 - 16 May 16 - 18 July 22 - 24 Oct.,	13 - 15 May 15 - 17 July 21 - 23 Oct.,	Strategic Human Resource & Leadership Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential Int'l Participants US\$999



## MARKETING & SALES MANAGEMENT PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
MS 1	2 - 4 April 17 - 19 Sept. 2 - 4 Oct.	1 - 3 April 16 - 18 Sept. 1 - 3 Oct.	Effective Marketing & Sales Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential
MS 2	25 - 27 June	24 - 26 June	Export Promotion, Marketing Communication & Investment Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential
MS 3	16 - 18 July	15 - 17 July	All African Marketing Congress	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non Residential
MS 4	26 - 28 Mach 20 - 22 Aug., 19 - 21 Nov.,	25 - 27 Mach 19 - 21 Aug., 18 - 20 Nov.,	Customer Care Service Programme for Customer Relations Officers & SERVICON Officials	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999

## SECRETARIES & EXECUTIVE ASSISTANTS PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
SE 1	13 - 15 Feb., 9 - 11 July 15 - 17 Oct.,	12 - 14 Feb., 8 - 10 July 14 - 16 Oct.,	Executive Assistants & Senior Secretaries Development Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
SE 2	13 - 15 Feb., 9 - 11 July 15 - 17 Oct.,	12 - 14 Feb., 8 - 10 July 14 - 16 Oct.,	All Africa Executive Assistants & Senior Secretaries Development Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
SE 3	13 - 15 Feb., 9 - 11 July 15 - 17 Oct.,	12 - 14 Feb., 8 - 10 July 14 - 16 Oct.,	Business Writing Skills For Secretaries, Personal Assistants Executive Secretaries & Administrators	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
SE 4	13 - 15 Feb. 9 - 11 July 15 - 17 Oct.	12 - 14 Feb. 8 - 10 July 14 - 16 Oct.	Advanced Skills Programme for Secretaries	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential

## FINANCE, AUDIT & ACCOUNTING PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
FAA 1	7- 9 May 3 - 5 Sept., 10 - 12 Dec.,	6 - 8 May 2 - 4 Sept., 9 - 11 Dec.,	Account Supervisors Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
FAA 2	7- 9 May 3 - 5 Sept., 10 - 12 Dec.,	6 - 8 May 2 - 4 Sept., 9 - 11 Dec.,	Management Accounting & ZERO Based Budgeting Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential
FAA 3	7- 9 May 3 - 5 Sept., 10 - 12 Dec.,	6 - 8 May 2 - 4 Sept., 9 - 11 Dec.,	Advanced Auditing Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential IInt'l Participants US\$999
FAA 4	7- 9 May 3 - 5 Sept., 10 - 12 Dec.,	6 - 8 May 2 - 4 Sept., 9 - 11 Dec.,	Account Officers Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non-Residential

## PROCUREMENT MANAGEMENT & SUPPLY CHAIN PROGRAMME

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
MS 1	27 - 29 Feb., 17 - 19 Sept., 2 - 4 Oct.,	26 - 28 Feb., 16 - 18 Sept., 1 - 3 Oct.,	Procurement Management & Supply Chain Management Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential

## INFORMATION TECHNOLOGY (ICT) PROGRAMMES

REF. NO	DATES IN 2024	DATES IN 2025	PROGRAMME TITLES	VENUE	COURSE FEES
ICT 1	9 - 11 April 4 - 6 June 3 - 5 Sept.,	8 - 10 April 3 - 5 June 2 - 4 Sept.,	E-Commerce for Officials	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Int'l Participants US\$999 Non-Residential
ICT 2	9 - 11 April 4 - 6 June 3 - 5 Sept.,	8 - 10 April 3 - 5 June 2 - 4 Sept.,	ICT Skills for Directors & Officials & Managers	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential Int'l Participants US\$999
ICT 3	9 - 11 April 4 - 6 June 3 - 5 Sept.	8 - 10 April 3 - 5 June 2 - 4 Sept.	Digital Communication & Marketing Programme	Peninsula Hotel, Lekki Phase 1, Lagos	N250,000 Non Residential

### NOTE:

- Good management practice demands that organisations should make their annual bookings in advance.
- Kindly make your reservation for programmes immediately.
- All bookings are PRE-PAID.
- Fee & venue could be reviewed and changed without notice.
- Payment is by Bank Draft or Bank remittance made payable to 'Business Education Examinations Council'
- BEEC reserves the right to amend this programme when deemed necessary. Delegates must get in touch with BEEC and collect joining instructions before travelling to the programme venue.
- Organisations should feel free to nominate as many delegates as they may wish. All bookings should be sent by courier or E-mail to:

#### Learning & Development Manager,

Business Education Examinations Council,

I, Adewuni mAdebimpe Drive, Lekki Phase I, Lagos

P. O. Box 55014, Ikoyi, Lagos - Nigeria.

**Phone:** 08039188739, 08033005858, 08038028458

**E-mail:** bectraining@gmail.com, info@bectraining.com,

beecexecutivelearning2@gmail.com,

beecdirectorsprogramme2@gmail.com

**Website:** www.bectraining.com

**2024/2025**  
**Executive Development and Staff Training**  
**Programme**



**REGISTRATION FORM**

**SPONSORING ORGANISATION:**

**ADDRESS:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**TEL:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

Please reserve places for the following employees of our organisation

S/No.	Name & Job Title	Course Title	Course Date	Course Fees
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**ALL BOOKINGS ARE PRE-PAID**

I enclose a bank draft for the sum of ₦ \_\_\_\_\_ Covering Programme Fee.  
 Bank draft should be made payable to **"Business Education Examinations Council"**

**Name of Nominating Officer & Stamp:** \_\_\_\_\_

**Signature of Nominating Officer:** \_\_\_\_\_

**Entries should be addressed to:**

Learning & Development Manager, Business Education Examinations Council  
 1, Adewunmi Adebimpe Drive, Lekki Phase 1, Lagos. P. O. Box 55014, Ikoyi, Lagos - Nigeria.  
 Phone: 08039188739, 08033005858, 08038028458, 08034102910  
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