

Announcement on the Implementation of Training Programs for Experts' Engineers and Accountants 2017-2018

The Ministry of Justice for its willingness to implement (3) international training programs taking the advantage of the expertise availability in the country primarily by those programs to provide training programs in 2018 for our engineers and accountants trainees who represent the *General Directorate of Experts* in the Ministry of Justice.

The major scope of works for the trainees is disputes resolutions - as arbitrators – for engineering and accounts' issues for cases submitted from the courts' judges.

Candidate to host training programs : (Korea - Taiwan - Singapore – Japan- UK – France)

Suggested Date	No. of Trainees	Major	Program Title	μ
18-22 / 3 / 2018	7	Engineering (civil)	Value Engineering & Smart Building (civil Engineer)	1
18-22 / 3 / 2018	7	mechanical Engineering electricity – computer	Value Engineering & Smart Building	2
18-22 / 3 / 2018	7	Accounting	International Accounting Standards	3

Training programs topic's details and the required conditions are shown in the attached link:-

Method of submission:-

- Offers should be submitted by authorized (owner – representative) , holding a valid ID.
- All the necessary information regarding the offers should be registered within a especial form to be obtained from Director's Secretary.
- Offers should be submitted by authorized (owner – representative) and placed into the Box dedicated for this purpose.
- Offers Submission time is from (Sunday to Thursday) 8:30 Am to 12:30 pm.
- All the financial and technical offers should be submitted in a sealed envelope not later than **15/2/2018**.

Note: All the Offers, which are not placed into the Box dedicated for this purpose, will be disqualified.

Address of submission:-

Ministries Complex - Ministry of justice- Administrative Development, Training and planning Dept.
Block # 14 - ground floor – Director's Secretary.
P.O Box: 6 Safat – Postal Code 13001 Kuwait.

For inquiries and coordination:

- Ms. / Nouf AlYahya 00965 22486154
- Ms. / Noor El dakhil 00965 22486179

Details of the Proposed Training Programs Contents 2018

1 : Group A- Suggested Date (18 - 22 Mar 2018)

Training program (1): Value Engineering & Smart Building (civil Engineer)

- Efficient project planning, scheduling, and management
- Intelligent Building System
- Valued Engineering & Life Cycle Cost
- Field & Site Visit Spot

Training program (2) : Value Engineering & Smart Building (Mechanical Engineer – Electricity – Computer)

- Efficient project planning, scheduling, and management
- Intelligent Building System
- Valued Engineering & Life Cycle Cost
- Field & Site Visit Spot

2 : Group B - Suggested Date (18 - 22 Mar 2018)

Training program (3): International Accounting Standards

- Financial and Performance Audit
- IT & accounting
- Understanding IFRS (International Financial Reporting Standards)
- Accountant companies Visit Spot.

Conditions to be met in the training programs:

- ❖ *Claims and Dispute Resolution should take at least 20 % of the Training Program schedule.*
- ❖ *Cases study and examples should be included.*
- ❖ *Interactive lecture is recommended for one of the case study by dividing the trainee in to two groups, group 1 represent an owner, group 2 represent the contractor and one of the trainee acts as an arbitrator.*
- ❖ *All engineering training program should include (two) field trips to existing projects or under construction and (two) study visits to factories and companies specialized in the same training program subject (should be specified), as well as visits to the financial companies related the accounting training program subjects , in coordination with leading companies in their fields in the country.*
- ❖ *Attendance is required for representatives from the same companies and factories intended to visit in the field trips*
- ❖ *For each training program it is required to provide minimum (two) Lecturers chosen from experienced and according to the different disciplines contained within the training program content items.*
- ❖ *For only accounting training programs. Lecturer should be able to speak in Arabic language or with an interpreter assistant.*
- ❖ *C V must be submitted for all lecturers.*
- ❖ *It is required to provide headlines lecture items.*
- ❖ *Training Program Schedule should be submitted including the contents title for the lectures as suggested schedule mention below:*

TIME	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
08:30	Opening Ceremony	FIELD TRIP 1	LECTURE2	FIELD TRIP 2	CASE STUDY
11:30	LECTURE1				
11:30	COFFE BREAK		COFFE BREAK		COFFE BREAK
11:45	DISCUSSION		DISCUSSION		DISCUSSION
12:30	LUNCH		LUNCH		LUNCH
14:00	STUDY VISIT 1		STUDY VISIT 2		Feedback & Evaluation Closing Ceremony
18:00					

- ❖ *Training program financial offer include transportations and meals and study visits or fields trips.*
- ❖ *Any extra suggestions are welcomed such as a sightseen tour or cultures visit outside the training program schedule.*