Garnet
Garnet Global Training Center

GGT-AL-115

Administration, Legal & Public Sector

Government Excellence Models

نماذج التميز الحكومي

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Government Excellence Models turns established good practice into step-by-step methods that participants rehearse in exercises and then apply at work. Programs for government entities, legal departments and the offices that keep organisations running. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Apply the methods and standards of Government Excellence Models to real tasks.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.

Who should attend

Government officials, legal advisers, compliance officers, executive assistants and administrators. Practitioners with one to five years of experience benefit most.

Key topics

- Regulatory and legal frameworks
- Drafting and documentation
- Service design and performance
- Compliance and controls
- Communication and protocol
- Digital government practices

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

WhatsApp: +971 56 674 7382

Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Government Excellence Models: principles and standards

- Digital government practices
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice

- Regulatory and legal frameworks
- Drafting and documentation

Day 3 Diagnosis and problem solving

- Service design and performance
- Regional and international case studies

Day 4 Quality, safety and documentation

- Compliance and controls
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan

- Communication and protocol
- Group discussion and peer review

10-day outline

Day 1 Government Excellence Models: principles and standards

- Digital government practices
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice

- Regulatory and legal frameworks
- Drafting and documentation

Day 3 Diagnosis and problem solving

- Service design and performance
- Regional and international case studies

Day 4 Quality, safety and documentation

- Compliance and controls
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan

- Communication and protocol
- Group discussion and peer review

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Measurement and reporting

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Hands-on workshop on a workplace challenge

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
18–22 Apr 2027	5-day classroom	Riyadh	Arabic	4,750
10–14 May 2027	5-day online	Live online	English	2,950
7–11 Jun 2027	5-day classroom	Dubai	English	4,750
5–16 Dec 2027	10-day classroom	Manama	Arabic	8,950
9–20 Apr 2028	10-day classroom	Amman	English	8,950
5–16 Jun 2028	10-day online	Live online	English	5,450
20–24 Nov 2028	5-day classroom	Geneva	English	4,750
4–8 Dec 2028	5-day classroom	Dubai	English	4,750
12–16 Mar 2029	5-day classroom	London	English	4,750

Dates	Format	City	Language	Fee (USD)
7–11 May 2029	5-day online	Live online	English	2,950
15–26 Jul 2029	10-day classroom	Kuwait City	Arabic	8,950
16–20 Dec 2029	5-day classroom	Manama	English	4,750
4–15 Feb 2030	10-day online	Live online	Arabic	5,450
4–8 Mar 2030	5-day classroom	Istanbul	English	4,750
12–23 Aug 2030	10-day classroom	Singapore	English	8,950
1–5 Sep 2030	5-day classroom	Doha	Arabic	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/