Garnet
Garnet Global Training Center

GGT-AL-103

Administration, Legal & Public Sector

Public Policy & Government Performance

السياسات العامة والأداء الحكومي

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

Overview

Participants in Public Policy & Government Performance practise the methods, tools and standards they need to perform reliably and solve problems on the job. Programs for government entities, legal departments and the offices that keep organisations running. You can join a public session in one of 20 cities or live online, in English or Arabic, or bring the course in-house with examples from your own operations.

What you will be able to do

- Apply the methods and standards of Public Policy & Government Performance to real tasks.
- Interpret data and results correctly and act on them.
- Follow safe, compliant and documented work practices.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.

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

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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 Public Policy & Government Performance: principles and standards

- Regulatory and legal frameworks
- Checklists and templates to take away

Day 2 Methods and tools in practice

- Drafting and documentation
- Service design and performance

Day 3 Diagnosis and problem solving

- Compliance and controls
- Group discussion and peer review

Day 4 Quality, safety and documentation

- Communication and protocol
- Measurement and reporting

Day 5 Workshop, assessment and action plan

- Digital government practices
- Hands-on workshop on a workplace challenge

10-day outline

Day 1 Public Policy & Government Performance: principles and standards

- Regulatory and legal frameworks
- Checklists and templates to take away

Day 2 Methods and tools in practice

- Drafting and documentation
- Service design and performance

Day 3 Diagnosis and problem solving

- Compliance and controls
- Group discussion and peer review

Day 4 Quality, safety and documentation

- Communication and protocol
- Measurement and reporting

Day 5 Workshop, assessment and action plan

- Digital government practices
- Hands-on workshop on a workplace challenge

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Common mistakes and how to avoid them

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
- Regional and international case studies

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)
1–12 Feb 2027	10-day classroom	Dubai	Arabic	8,950
12–16 Apr 2027	5-day classroom	London	English	4,750
12–16 Jul 2027	5-day online	Live online	Arabic	2,950
17–21 Oct 2027	5-day classroom	Kuwait City	Arabic	4,750
10–14 Jan 2028	5-day classroom	Singapore	English	4,750
20–31 Mar 2028	10-day classroom	Kuala Lumpur	English	8,950
14–18 May 2028	5-day classroom	Cairo	Arabic	4,750
4–15 Dec 2028	10-day online	Live online	Arabic	5,450
15–19 Jan 2029	5-day classroom	Kuala Lumpur	English	4,750

Dates	Format	City	Language	Fee (USD)
20–31 May 2029	10-day classroom	Kuwait City	Arabic	8,950
6–10 Aug 2029	5-day online	Live online	English	2,950
15–19 Oct 2029	5-day classroom	Barcelona	English	4,750
14–18 Jan 2030	5-day classroom	Dubai	English	4,750
10–14 Feb 2030	5-day classroom	Doha	Arabic	4,750
10–21 Mar 2030	10-day classroom	Manama	English	8,950
1–12 Jul 2030	10-day online	Live online	English	5,450

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