

EY Training

Manpower planning and budgeting

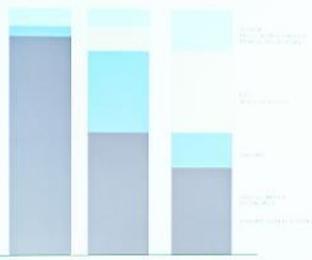
Kuwait, 25-26 August 2019





B2B SALES STRATEGY & BRAND COMMUNICATION

SALES STATS



BRAND IDENTITY





Contents

| | |
|-------------------|---|
| About the course | 4 |
| Course outline | 5 |
| Registration form | 7 |



About the course

Objective

The purpose of this course is to give participants a detailed understanding of manpower planning and budgeting with emphasis on the strategic approach.

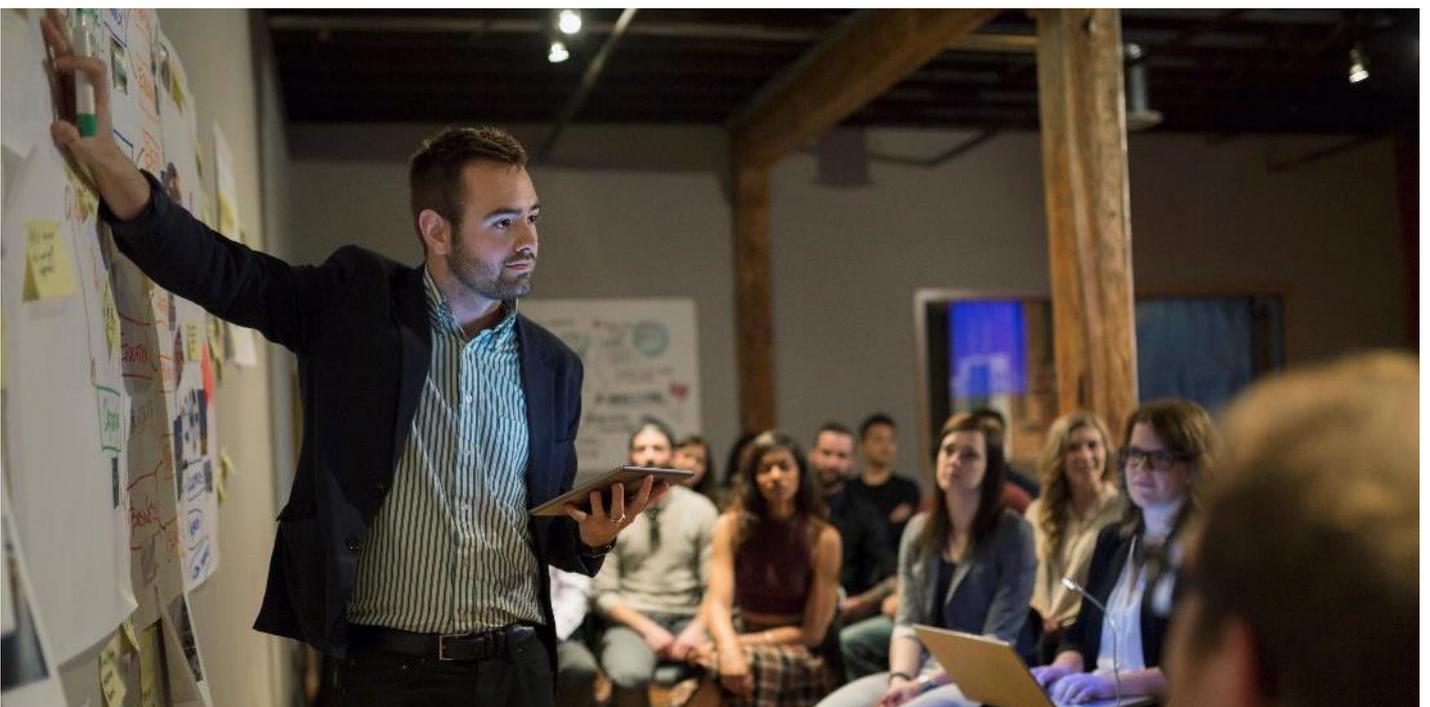
Target audience

HR practitioners and others with an interest in manpower planning and budgeting.

Learning outcomes

The learning outcomes for the course are:

- ▶ To provide participants with knowledge of the purpose of manpower planning
- ▶ To provide participants with knowledge of the process of manpower planning with emphasis on the strategic approach
- ▶ To provide participants with knowledge on how to budget for a manpower plan
- ▶ To provide applicants with knowledge on how to put a fully budgeted manpower plan together





Course outline

Day 1

- ▶ Introduction and welcome
- ▶ Introductory exercise
- ▶ Purpose of manpower planning
 - ▶ What is the purpose of manpower planning
 - ▶ Why do we do it
 - ▶ What value does it bring
 - ▶ What happens if we don't do it
- ▶ Strategic manpower planning
 - ▶ Link between manpower planning and overall business strategy
 - ▶ Aggregate planning
 - ▶ Succession planning
 - ▶ Strategies for manning employee shortages and surpluses
- ▶ Overview of manpower budgeting
 - ▶ What is manpower budgeting
 - ▶ Why do we do it
 - ▶ What happens if we don't do it
 - ▶ Importance of cost to company in budgeting
- ▶ Manpower planning and employment models
 - ▶ The traditional employment model
 - ▶ The traditional contractor model
 - ▶ The Gig Economy
 - ▶ Budgetary implications for each



Course outline (contd)

Day 2

- ▶ Aggregate planning in detail
 - ▶ What are the main elements of aggregate planning
 - ▶ What is it used for
 - ▶ Advantages and disadvantages of aggregate planning
 - ▶ Budgetary issues associated with aggregate planning
 - ▶ Case study aggregate planning
- ▶ Succession planning in detail
 - ▶ What are the main elements of succession planning
 - ▶ What is it used for
 - ▶ Advantages and disadvantages of succession planning
 - ▶ Budgetary issues associated with succession planning
 - ▶ Case study on succession planning
- ▶ Manpower planning and budgeting exercise
 - ▶ The group will split into two teams, and prepare and submit a budgeted manpower planning exercise
- ▶ Presentation of manpower plan
- ▶ Wrap up and close of course



Building a better
working world

Registration form

Manpower planning and budgeting | 25-26 August 2019

Please fax this form to EY Training, Kuwait:
+965 2245 6419 or email to: ey.training@kw.ey.com.

For more courses, please visit our website:
www.eytrainingcenter.com.
For further details, please contact: +965 2295 5014/5033.

Registration type: Individual Sponsored

Company : _____

1. Name : _____
Role : _____
Email : _____
Mobile : _____

2. Name : _____
Role : _____
Email : _____
Mobile : _____

3. Name : _____
Role : _____
Email : _____
Mobile : _____

Contacts

Should you have any inquiries, please contact:
EY Training
Tel: +965 2295 5014/5033/5000
Email: ey.training@kw.ey.com

Course dates: 25-26 August 2019

Time: 9:00 a.m.-4:30 p.m.

Venue: To be decided

Registration fee (per participant) **KWD350** which includes

- ▶ Course material
- ▶ Lunch and other refreshments
- ▶ EY training certificate

Special group rates

- ▶ Book three places and get a 10% discount
- ▶ Book five places and pay for four

An invoice with all payment details will be sent upon receipt of registration form. Full payment has to be made before the course begins.

Cancellation and refund policy

A full refund less an administration fee of KWD50 will be given for cancellation requests received up to five working days before the event. Cancellations must be made in writing (letter/fax/email) and reach the office before the five working days deadline. Delegates who cancel in less than five working days before the event, or who don't attend, are liable to pay the full course fee, and no refunds can be given. However, if you wish to attend a subsequent scheduling of the course, and you have paid your course fee in full, you will only be invoiced for 25% of that course fee. Replacement participants are always welcome.

Invoice to be addressed to

Name : _____
Role : _____
Company : _____
PO Box : _____
Email : _____
Mobile : _____

Social media consent

It is aimed to keep the external community engaged by sharing pictures and videos from the training programs to social media.

As your privacy matters, we would like to make sure that you have no objections for us to post pictures or videos in which you might appear. Please let us know your preference by checking one of the below:

- I have no objections to appearing on EY social media posts
- I do not wish to appear on any EY social media post

All events are subject to a minimum number of participants. If registrations do not reach the minimum number required. EY Training, Kuwait might reschedule the event at the absolute discretion, without liability. In this case, participants will have the option to receive a full refund or to use their registration to attend alternative dates or events.

About EY

EY is a global leader in assurance, tax, transaction and advisory services. The insights and quality services we deliver help build trust and confidence in the capital markets and in economies the world over. We develop outstanding leaders who team to deliver on our promises to all of our stakeholders. In so doing, we play a critical role in building a better working world for our people, for our clients and for our communities.

EY refers to the global organization, and may refer to one or more, of the member firms of Ernst & Young Global Limited, each of which is a separate legal entity. Ernst & Young Global Limited, a UK company limited by guarantee, does not provide services to clients. Information about how EY collects and uses personal data and a description of the rights individuals have under data protection legislation are available via ey.com/privacy. For more information about our organization, please visit ey.com.

The MENA practice of EY has been operating in the region since 1923. For over 90 years, we have grown to over 7,500 people united across 21 offices and 16 countries, sharing the same values and an unwavering commitment to quality. As an organization, we continue to develop outstanding leaders who deliver exceptional services to our clients and who contribute to our communities. We are proud of our accomplishments over the years, reaffirming our position as the largest and most established professional services organization in the region.

© 2019 EYGM Limited.
All Rights Reserved.

EYG no. 002855-19Gbl

ED None

This material has been prepared for general informational purposes only and is not intended to be relied upon as accounting, tax or other professional advice. Please refer to your advisors for specific advice.

ey.com/mena