APPENDIX 11
LIST OF STAFF TRAINING AND DEVELOPMENT PROGRAMMES

April 2004 - March 2005

TOPICS	TARGET	NUMBER OF SESSIONS ORGANIZED
MPF Business and General Knowledge Sharing e.g. Initial assessment of impact of the LegCo election 2004 on MPFA, Copyright, Crisis Management and Business Continuity Planning.	All staff	19 sessions with total attendance of 851.
Management Development Programme e.g. Team building,	All staff	Through staff social activities and formation of interest clubs.
How to better handle difficult complainants.	Staff of relevant Divisions/ Departments	On-going sharing sessions.
Professional Knowledge/ Technical Skills e.g. Subcontracting and payment issues in construction industry, Risk management, Inspection and investigation skills, IT Skills.	Staff of relevant Divisions/ Departments	91 sessions with total attendance of 1450.
Organization Development and Culture Building Programmes	All staff	18 sessions with total attendance of 818.