



Infrastructure Asset Skills Development Short Courses

# TRAINING PAMPHLET

## OUR SKILLS DEVELOPMENT PROGRAMMES

One Touch Group offers hands-on, One-on-One Accredited Training and Skills Development Short Courses in:

- Immovable Asset Management Programme
- Infrastructure Project Portfolio Management
- Infrastructure Project Procurement Strategy
- Business Process and Change Management
- Infrastructure Delivery Management System



## TRAINING PARTNERS

One Touch Group is a partner with the University of Pretoria, CE@UP to provide practical hands on accredited training and skills development.



## MEMBERSHIPS

One Touch Group is a member of the following asset, facilities, property and engineering internationally recognised professional bodies accredited training and skills development.



## Immovable Asset Management Programme (IAMP)

One Touch Group is one of the entities with a technical resource team which played a key role in the development of the Government Immovable Asset Management Act, 2007 (GIAMA). One Touch Group uses infrastructure delivery management system and GIAMA as the basis for infrastructure assessment and planning across all spheres of government.

One Touch Group believes that efficient infrastructure asset management requires skilled and experienced staff and partnering with One Touch Group will give you access to industry know-how and specialist skills. The Immovable Asset Management Programme which One Touch Group offers is a theoretical and practical intense five day course aligned to GIAMA (Act 19 of 2007).



Under this programme, One Touch Group provides the following key aspects for Immovable Asset Management Programme:

- Asset Management Planning
- Asset Auditing and Verification
- Asset Condition Assessment
- Asset Gaps Analysis and Assessment
- Asset Functional Performance Assessment
- Asset Utilisation and Suitability Assessment
- Asset Register Development
- Asset OHS and GRAP Compliance

Upon completion of this programme, candidates will be able to assist their departments and organizations in driving value and management of complex infrastructure asset projects. Candidates will be able to do the following infrastructure asset management related tasks:

- Asset Policy Development within Portfolio Planning
- Asset Life Cycle Cost Modelling
- Asset Performance Monitoring
- Asset Demand Analysis
- Asset Portfolio Planning
- Asset Project Portfolio Planning
- Asset Condition and Performance Assessment
- Asset Registers Development and Update

## Infrastructure Project Portfolio Management (IPPM)

One Touch Group believe that Infrastructure Project Portfolio Management is of strategic importance in competing for scarce resources. Standardising systems and controls when concurrently managing multiple projects, yields significant benefits throughout the project lifecycle. Implementing concepts such as demand analysis and programmatic delivery across the portfolio exploits economies of scale benefits.

This is also an intense five days programme which covers the following keys aspects in project management:

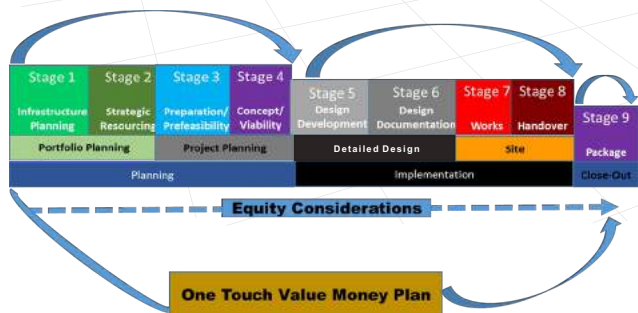
Under this programme, One Touch Group provides the following key aspects for Immovable Asset Management Programme:

- Capital Portfolio Planning
- Capital Project Planning
- Capital Project Packaging
- Project Lifecycle Planning
- Project Financial Modelling
- Project Monitoring Strategy

One Touch Group portfolio approach lets you see, understand, manage and report all your projects as a strategically integrated whole – and improve effectiveness and cost-efficiency across your entire projects landscape.

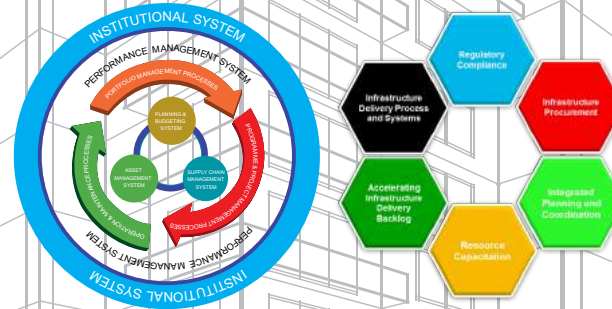
Benefits of the One Touch Group approach and after training outcome:

- Project requests - Define, create and manage all project requests to better understand demand
- Portfolio visibility - With real-time project investment status, you can monitor progress in terms of actuals
- Portfolio analytics tools - Make better decisions when selecting projects and work for execution
- Portfolio stage gating and workflow - Streamline project approval through workflows to improve control
- Standardised templates and forms - Pre-built templates and forms will standardise data capture and enforce consistency
- What-if modelling - Analyse your proposed resource or financial portfolio against defined targets



## Infrastructure Delivery Management System (IDMS)

One Touch Group Infrastructure delivery management strategy has a strong focus on outcomes, value for money and the effective and efficient functioning of the procurement and delivery management system in compliance with Infrastructure Delivery Management System (IDMS) and Standard for Infrastructure Procurement and Delivery Management (SIPDM).



One Touch Group intense Training and Skills Development in IDMS and SIPDM provides a solution which packages infrastructure projects in a manner which reduces programme/project management complexities, reduces costs, meets the business objectives and proactively manage risks and ensure greater efficiency in delivery. The key modules under this programme include:

- Infrastructure Programme and Planning
- Infrastructure Procurement System
- Infrastructure Project Conceptualisation
- Project Feasibility Study
- Infrastructure Planning and Budgeting
- Infrastructure Programme Implementation Plan
- Infrastructure Programme Management Plan

The One Touch Group Infrastructure Management solution will enable the candidate to prepare:

- Portfolio Planning Processes
- Work Package Planning
- Programme Implementation Planning
- Procurement Planning
- Programme Management Planning
- Project Feasibility Report
- Project Financing Planning

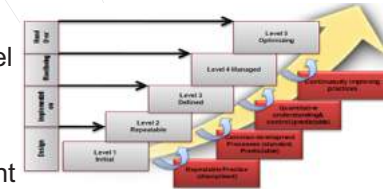
## Infrastructure Business Process Re-Engineering

One Touch Group can assist you with a fundamental rethink and redesign of government department and private organisation business model and associated practices to achieve drastic improvements in performance and efficiency.

This intense hands-on practical training and capacity building programme is important as it aligns business processes with business strategy. Cornerstones of a business are strategy, people and process. If processes are full of red tape, business performance will be poor, even with hard-working and motivated staff.

Important aspects and modules which are addressed under this programme include:

- Business Strategy Model
- Business Operating Model
- Situational Analysis
- Change Management
- Human Capital Planning
- Performance Management



One Touch Group Infrastructure Business Process Re-Engineering Training will enable the candidate to:

- Develop Business Strategy Models
- Prepare Business Operating Models
- Skills Planning
- Human Capital Development
- Knowledge Management
- Business Process Redesign
- Capability Maturity Model Integration
- Manage Change and improve efficiency



### Contact Us

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