

CECA SOUTHERN/SOUTH WEST MANAGEMENT COURSE

**Civil Engineering Contractors Association (Southern) Ltd**

**Metro House, Northgate, Chichester, West Sussex PO19 1BE • T:01243 538863**

[**info@cecasouth.co.uk**](mailto:info@cecasouth.co.uk) **• www.ceca.co.uk**

**MANAGING AND RETAINING KNOWLEDGE IN A CONSTRUCTION BUSINESS**

**A half-day course for construction team members to develop their understanding of how knowledge can be managed and retained effectively in a construction business.**

**Aim and Target Audience**

The aim of the course is to provide delegates with an understanding of the principles and practice of knowledge management. This includes practical approaches to retaining knowledge within a business, particularly when key members of staff are approaching retirement.

The course is delivered by Robert Bilbrough Associates.

**Date:** Tuesday 09 April 2024

Start 09:00 - Finish 12:30

**Venue:** Virtual via MS Teams

**Cost:** The cost of this course is **£130.00 + VAT** per delegate

\*Cancellation within 15 working days of the course start will be charged. (Substitutions are permitted)

Places are limited to 1 per member company and will be dealt with on a first-come first-served basis. Any additional names will go on the reserve list.

**How to apply**

**Apply BY RETURN – complete the form below and email to** [**lucyhudson@cecasouth.co.uk**](mailto:lucyhudson@cecasouth.co.uk)

**Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Delegate name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Job title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Delegate Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Delegate email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Delegate tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**IMMED. 06/10/2011**