Investigation and Disciplinary Report Writing for Managers

Corporate Communications

Course Overview

Investigation and Disciplinary Report Writing for Managers: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa...

What You Will Achieve

- Explain the core principles and current good practice in Investigation and Disciplinary Report Writing for Managers
- Apply practical tools and techniques for Investigation and Disciplinary Report Writing for Managers in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Investigation and Disciplinary Report Writing for Managers in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Directors, senior managers, heads of department, team leaders and high-potential professionals preparing for greater leadership responsibility.

Course Outline

1. Setting the scene: Investigation and Disciplinary Report Writing for Managers in today's organisation
2. Key concepts and the language of Investigation and Disciplinary Report Writing for Managers
3. Frameworks and good practice that deliver results
4. Hands-on application: workshop exercises and cases
5. Problem-solving clinic: participants' real challenges
6. Integrating Investigation and Disciplinary Report Writing for Managers with day-to-day operations
7. Reporting, metrics and demonstrating value
8. Action planning: your first 90 days after the course

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
2 to 6 Nov 2026	Dar es Salaam	**$1,395**
9 to 13 Nov 2026	Gaborone	**$1,650**
16 to 20 Nov 2026	Kigali	**$1,450**
23 to 27 Nov 2026	Cape Town	**$1,650**
30 Nov to 4 Dec 2026	Lusaka	**$1,395**

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.