

CONSULTANCY SERVICES

NIPAM offers an affordable comprehensive range of consultancy services across the Namibian Public sector clients including Central, Regional and Local Governments and Public Enterprises. Our consultants and associates are highly professional practitioners and academics who have expertise in a wide range of areas and experience in designing and implementing consultancy projects and programmes.

The institute has conducted consultancy projects for institutions such as the Anti-Corruption Commission of Namibia (ACC), the Otjozondjupa Regional Council and the Namibia Standards Institution.

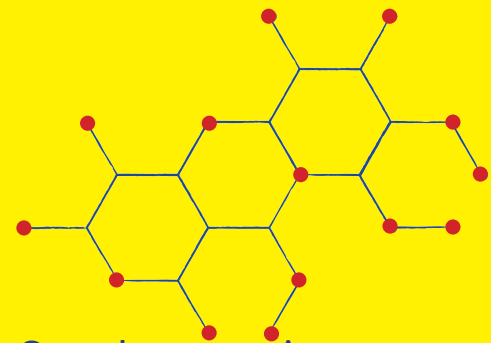
The consultancy for the Anti-Corruption Commission involved carrying out a review of the Anti-Corruption Commission's Strategic Plan for 2013/14 - 2016/17. The report for the strategic plan for 2013/14 to 2016/17 was finalised and approved by the ACC. NIPAM also assisted with the development of the new strategic plan for the period 2017/18 - 2021/22.

NIPAM also provided consultancy services for Otjozondjupa Regional Council which included the review of the Councils Strategic Plan for 2013/14 -2016/17 and the development of the new Strategic Plan 2017/18 - 2021/22.

Furthermore, NIPAM assisted the Namibia Standards Institution with the development of its Business Plan for the financial year: 2019-2020.

The Institute has just finalised similar consultancies for institutions such as the Central Procurement Board of Namibia and Namibia Fish Consumption Promotion Trust.

We call upon institutions from both the public and private sector to make use of NIPAM'S consultancy services.



Consultancy services are provided in the following areas:

1. Strategic Planning;
2. Business Planning;
3. Business Process Re-Engineering;
4. Performance Management;
5. Team Building;
6. Mentoring and Coaching;
7. Business Strategies;
8. Policy Development; and
9. Organisational Development Interventions.

Requests may be send to:

Ms. Rebekka Kakololo

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Mr. Katoole Ipinge

Manager Business Development, + 264 61 2964968, Mobile 0811261628, kipinge@nipam.na

Our Consultancy Team



Ms Rebekka Kakololo
Senior Consultant - NIPAM

Ms Kakololo holds a Master of Arts in Public Policy and Administration from the University of Namibia in collaboration with the Institute of Social Studies, The Hague, Netherlands, a B. Tech in Public Management from the Technikon South Africa, and a National Diploma in Public Administration.

Ms Kakololo is NIPAM's lead consultant undertaking consultancies in the areas of Strategic Planning, Business Planning, BPR, Performance Management, Policy Development and other Organisational Development interventions.

Furthermore, she has established records in aspects such as facilitation of training courses on Business Process Re-engineering and Strategic Management, coordinating the development of the training material and delivery of the Board Induction Training, development and/or customisation of Needs based training courses. Ms Kakololo spearheaded the development of the curriculum and training material for the Corporate Governance Programme and served as Interim Secretary for the State-Owned Enterprises Chief Executive Officers' Forum.



Mr Richards Kakona
**Director: Functional Training,
Organisational Development
and Consultancy - NIPAM**

Mr Kakona holds a Master in Public Administration from the University of Namibia. Besides his leadership responsibilities over the period, he has been involved in training and capacity building activities in areas such as corporate governance and management. He also supervises a number of consultancy services in strategic planning, business planning and other Organisational Development related interventions. He has previously worked for the then State-owned Governance Council Secretariat under OPM as Director for Finance and Administration and Deputy Director for Economics and Public Administration.



Dr Jafet Nelongo
**Senior Consultant /
Manager Training- NIPAM**

Dr Nelongo completed his Doctorate in Public Administration (DPA) through the University of South Africa (UNISA) where his dissertation focused on: Constraints and success factors in the implementation of the performance management system for the Namibian public service. In addition, he holds a Master of Public Administration (MPA) from the University of Namibia, a Master of Business Administration (MBA) from the International University of Management (IUM) and Honours' Degree in Education Management from UNISA.

A teacher by training, Dr Nelongo has experience in the areas of strategic management, business planning, performance management, research methodology, leadership and management, education, training and development.



Mr Nespect Butty Salom
Senior Consultant - NIPAM

Mr Buty holds a Master in Public Administration (MPA) and Honours Degree in Public Administration both from Stellenbosch University and a Master of Philosophy in Special Needs Education from the University of Oslo in Norway, Bachelor of Art, and Post Graduate Diploma in Education and Specialized Post Graduate Diploma in Special Needs Education all from the University of Namibia.

He has extensive experience in the development, facilitation, implementation and evaluation of courses for the transformation of Government. He has developed and designed curricula's for Supervisors in the public service to ensure the delivery of effective, efficient and quality services to stakeholders.

COURSES / PROGRAMMES TO BE OFFERED IN AUGUST	COSTS N\$	DATES
Management Development Programmes		
Middle Management Development Programme	14,000.00	Various
Supervisory Development programme	4,500.00	12-16
Foundation Programme	4,000.00	19-23
Information Technology		
COBIT Foundation 5	5,785.94	05 - 07
IITIL Foundation	6,432.81	12 - 14
Computer Literacy (Windows 10)	6,325.15	01 - 02
Microsoft Word Basic	1,265.00	05 - 07
Microsoft Word Intermediate	2,530.00	08 - 12
Microsoft Word Advanced	2,530.00	13 -14
Microsoft Excel Basic	1,265.00	15 - 19
Microsoft Excel Intermediate	2,530.00	20 - 22
Microsoft Excel Advanced	2,530.00	23 - 27
Microsoft PowerPoint Basic	1,265.00	28 - 30
Office Administration		
Business Writing Skills	4,100.00	19 - 23
Secretarial Skills	4,100.00	15 - 19
Front office duties	4,100.00	05 - 09
Time Management and Productivity	4,100.00	28 - 30
Leadership and Management		
Emotional Intelligence	6,500.00	05 - 09
Board Induction Programme	22,000.00	12 - 15
Human Resources		
Performance Management	6,000.00	05 - 09
Managing Workplace conflict	4,100.00	12 - 14
Health, Safety and Waste Management		
Managing HIV and AIDS in the workplace	4,100.00	28 - 30
Wellness committee training	5,000.00	05 - 09
Cleaning and House Keeping	4,100.00	05 - 09
Finance and Accounting		
Bookkeeping / Basic and Advanced	5,000.00	12 - 14
Data capturing and Data processing techniques	4,100.00	29 - 30
Municipal Finance Management	7,100.00	19 - 23
Finance for Non - Financial Managers	6,000.00	28 - 30
Project Management		
Project Management	7,200.00	05 - 09
Record Management	6,000.00	12 - 16
Local and Regional Government		
Councillor Development Programme	7,000.00	27 - 30
Standing Rules and Orders for Regional Councils	7,000.00	27 - 30