



The Association of Pension Desk
Practitioners of Nigeria

2025 Training Calendar



Get up
20%
Discount

ENHANCE YOUR SKILLS WITH OUR INNOVATIVE PENSION COURSE.

The Association of Pension Desk Practitioners of Nigeria (ASSOPEP) provides various training programs designed to elevate the skills and capabilities of pension desk officers, administrators, and custodians.

Led by seasoned industry professionals, these courses ensure the transfer of invaluable knowledge, offering practical insights and solutions tailored to specific topics.

Discover our course selection and gain the expertise needed to advance your career.

+234 708 813 5739, +234 803 587 8800
+234 802 3194 131,

✉ info@assopec.org
🌐 www.assopec.org



Nigeria Office:

No. 9, Ogunlesi Street, Onipanu,
P.O. Box 16244, Ikeja, Lagos, Nigeria



**The Association of Pension Desk
Practitioners of Nigeria**

7-9

**Pension Administration
and Retirement Courses**

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Entrepreneur Courses

11

**Finance and Accounting
Courses**

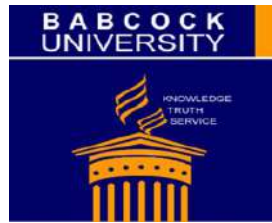
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International Training

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Conferences

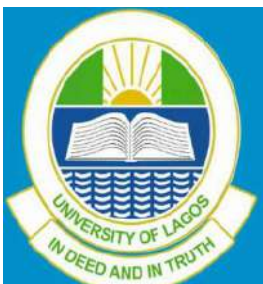
Clients



RURAL ELECTRIFICATION AGENCY
ENERGY = EMPOWERMENT = EFFICIENCY



INSTITUTE OF MANAGEMENT AND TECHNOLOGY ENUGU ALUMNI ASSOCIATION USA



Cross Sessions



The Association of Pension Desk Practitioners of Nigeria

Testimonials



"I will recommend this Conference to other staffs"

Akinwunmi Funmilayo
Chief Confidential Secretary,
F.R.C.N. Radio Nigeria,
Ibadan



"The Conference has helped my productivity at work to bring good results."

Aliyu Abdulkadir
SNR Admin/HR Officer,
NIPCO PLC, Lagos



"Other stakeholders like PTAD and insurance companies holding annuity should be in cooperated"

Adeyemi Sadiat Adelayo
Deputy Registrar,
Federal College
of Education, (Special), Oyo



"I have learnt the better way to deal with people. I have come to understand emotional intelligence of people and better ways of handling staff around the organization."

Maryam ABDULLAHI SULEIMAN
Admin/Human Resource Management
Maxair Limited



"It is a very educative and entertaining course that can change attitude towards work"

NAFIA BASHIR UMAR
Personal Secretary
Nigeria Police Academy,
Wudil, Kano



"I am really impressed with the way the program was organized and the lectures delivered. It is educative, new ways of handling issues in the office was discussed and it will help in discharging one's duties."

MUKHTAR BAKO
SNR ASST REG II,
Sule Lamido University,
Kafin Hausa



"The conference is perfect and good, and I hope the subsequent one will be better."

OGUNLEYE, GBENGA ADEDAYO
Head of Pension Unit,
Michael Otedola College of
Primary Education Epe



"The conference was educative and I entreat all pensions desk officers to attend, so as to increase their knowledge and be informed on the need to prepare for retirement."

**JONAH-ETELI
PUREAZIBA WILCOX**
Principal Assistant Registrar,
Isaac Jasper Boro College Of
Education, Sagbama



"I have benefited a lot because I have learnt how to prepare for retirement"

ELELA OMOLOLA OLAMIDE
Pension Desk Officer,
National Industrial Court of
Nigeria

Testimonials



"I have learnt more on program withdrawal and annuity, death benefits, rights and privileged of RSA holders. I have now become an expert in Pension matters as the PDO. I am grounded and can now discharge my duties as the PDO"

NJEPUOME BASILIA IJEOMA
Pension Desk Officer,
FMC OWERRI, IMO STATE



"Highly educative and interactive conference that will impact positively to administrative sector."

SAMINU ISAH
ASST Registrar
Nigeria Police Academy,
Wudil, Kano



"I would absolutely recommend anyone to attend as the knowledge acquired is useful for the 21st century."

LAWRENCE LUMUN IORDYE
Senior Conf. Secretary
College of Health Science,
Benue State



"I am better enlightened on Pension matters and can advise my colleagues better."

MRS. MERSHAK HANNATU PAUL
Accountant,
JUTH, JOS



"Amongst other benefit is knowing that there are possibilities of having voluntary retirement savings."

OSINUBI, ALICE OLUFUNKE
Admin Officer,
Administrative Staff College
of Nigeria (ASCON)



"The course is a very seasoned programme which I would recommend for all Pension Desk officers to attend. Very Great!"

OGUN, RISIKAT N.
Principal Admin. Officer,
Administrative Staff College
of Nigeria (ASCON)



"I appreciate the planners of this workshop for the noble job"

Mrs. Mershack Hannah Paul
Chief Accountant,
Jos University
Teaching Hospital, Jos



"The conference is where you can be trained on the way forward on handling pension matters"

Akpan, Otobong Akpan
Pension Desk Officer, Federal
Polytechnic Ukana Akwa Ibom State



"My knowledge of contributory pension is highly updated."

ALHAJI BAIWA NDAGI
Principal Accountant,
IBB University
Lapai, Nassawara State

...and lots more



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**Association of Pension
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2025 Training Calender

Pension Administration and Retirement Courses

S/N	COURSE TITLE	FEE	1ST BATCH DATE	VENUE	2ND BATCH DATE	VENUE	3RD BATCH DATE	VENUE	4TH BATCH DATE	VENUE
1	Retirement Planning and Financial Security: Mastering Your Future	N285,000	18-20 Mar.2025	Lagos	17-19 June 2025	Lagos	9-11 Sept.2025	Lagos	9-11 Dec.2025	Lagos
2	Advanced Pension Administration: Optimizing Retirement Planning and Payroll Integrity	N285,000	25-27 Mar.2025	Lagos	24-26 Jun 2025	Lagos	16-18 Sept.2025	Lagos	16-18 Dec.2025	Lagos
3	Resilient Pension Management: Strategies for Thriving in Challenging Times	N265,000	14-16 Jan.2025	Lagos	1-3 Apr.2025	Lagos	1-3 July 2025	Lagos	7-9 Oct.2025	Lagos
4	Strategic Pension Governance, Risk and Compliance Course	N265,000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
5	Retirement Saving Account (RSA) Reconciliation and Administration	N280,000	28-30 Jan.2025	Lagos	15-17 Apr.2025	Lagos	22-24 July2025	Lagos	21-23 Oct.2025	Lagos
6	Recent Updates in Pension Accounting Course	N285,000	11-13 Feb.2025	Lagos	6-8 May 2025	Lagos	5-7 Aug.2025	Lagos	4-6 Nov.2025	Abuja
7	Tools, Techniques, and Policies to Improve Pension Outcomes Workshop in the Coming Decades	N285,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos
8	Current Issues in Pension Administration and Retirement Planning Workshop	N305,000	25-28 Feb.2025	Lagos	27-30 May 2025	Lagos	19-22 Aug.2025	Lagos	18-21 Nov.2025	Lagos
9	Administration of Benefits, Deductions and Management of Employees Entitlement Under the Contributory Pension Scheme	N285,000	11-13 Mar.2025	Lagos	3-5 June 2025	Lagos	2-4 Sept.2025	Lagos	2-4 Dec.2025	Lagos
10	Pension Reformation: A Clarion Call to Tackle Administrative Challenges	N285000	18-20 Mar.2025	Lagos	17-19 June 2025	Lagos	9-11 Sept.2025	Lagos	9-11 Dec.2025	Lagos
11	Pension Reforms: The Threat Of Non-Compliance & Non Sanction.	N315,000	25-28 Mar.2025	Lagos	24-27 Jun 2025	Lagos	16-19 Sept.2025	Lagos	16-19 Dec.2025	Lagos
12	Leadership and Management Skills for the 21st Century Course	N385,000	14-16 Jan.2025	Lagos	1-3 Apr.2025	Lagos	1-3 July 2025	Lagos	7-9 Oct.2025	Lagos
13	Managing Productivity and Performance Course	N265000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
14	Strategic Pension Management: Optimizing Retirement Solutions for Financial Security	N265,000	28-30 Jan.2025	Lagos	15-17 Apr.2025	Lagos	22-24 July2025	Lagos	21-23 Oct.2025	Lagos
15	Financial Freedom: Mastering Your Path to a Secure Retirement	N305,000	11-14 Feb.2025	Lagos	6-9 May 2025	Lagos	5-8 Aug.2025	Lagos	4-7 Nov.2025	Abuja
16	Mastering Pension Management: Empowering Pension Desk Officers and Committee Board Members for Strategic Excellence	N285,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos

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S/N	COURSE TITLE	FEE	1ST BATCH	VENUE	2ND BATCH DATE	VENUE	3RD BATCH	VENUE	4TH BATCH	VENUE
17	Empowered Retirement Planning: Crafting Your Financial Future	N315,000	25-28 Feb.2025	Lagos	27-30 May 2025	Lagos	19-22 Aug.2025	Lagos	18-21 Nov.2025	Lagos
18	Pension Governance Excellence: Empowering Administrators and Committee Leaders	N265,000	11-13 Mar.2025	Lagos	3-5 June 2025	Lagos	2-4 Sept.2025	Lagos	2-4 Dec.2025	Lagos
19	Navigating Your Financial Future: Preparing for a Fulfilling Retirement Journey	N265,000	18-20 Mar.2025	Lagos	17-19 June 2025	Lagos	9-11 Sept.2025	Lagos	9-11 Dec.2025	Lagos
20	Mastering Pension Fund Management: Strategies for Success	N285,000	25-28 Mar.2025	Lagos	24-27 Jun 2025	Lagos	16-19 Sept.2025	Lagos	16-19 Dec.2025	Lagos
21	Proactive Strategies for Pension Fund Resilience and Growth	N280,000	14-16 Jan.2025	Lagos	1-3 Apr.2025	Lagos	1-3 July 2025	Lagos	7-9 Oct.2025	Lagos
22	Mastering Pension Fund Strategy: Strategic Insights for Effective Management	N265,000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
23	Mastering Advanced Pension and Gratuity Management	N265,000	28-30 Jan.2025	Lagos	15-17 Apr.2025	Lagos	22-24 July2025	Lagos	21-23 Oct.2025	Lagos
24	Excellence in Pension Fund and Terminal Benefits Management	N285,000	11-13 Feb.2025	Lagos	6-8 May 2025	Lagos	5-7 Aug.2025	Lagos	4-6 Nov.2025	Abuja
25	Navigating the New Pension Reform Act 2014: Insights and Implementation	N285,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos
26	Mastering the Contributory Pension Scheme: Efficient Management and Administration	N285,000	25-27 Feb.2025	Lagos	27-29 May 2025	Lagos	19-21 Aug.2025	Lagos	18-20 Nov.2025	Lagos
27	Mastering Pension Governance and Regulation: Strategies for Effective Management	N265,000	11-13 Mar.2025	Lagos	3-5 June 2025	Lagos	2-4 Sept.2025	Lagos	2-4 Dec.2025	Lagos
28	Strategic Pension Management in Organizational Context	N315,000	18-21 Mar.2025	Lagos	17-20 June 2025	Lagos	9-12 Sept.2025	Lagos	9-12 Dec.2025	Lagos
29	Mastering Pension Risk Management: Evaluating Probability and Impact of Potential	N315,000	25-28 Mar.2025	Lagos	24-27 Jun 2025	Lagos	16-19 Sept.2025	Lagos	16-19 Dec.2025	Lagos
30	Knowledge, skills, and strategies needed to excel in pension governance and leadership roles	N315,000	14-17 Jan.2025	Lagos	1-4 Apr.2025	Lagos	1-4 July 2025	Lagos	7-10 Oct.2025	Lagos
31	Strategic Global Development: Navigating Pensions, Power, and Performance	N265,000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
32	Advanced Financial Resilience: Strategies in Risk Management and Investment	N265,000	28-30 Jan.2025	Lagos	15-17 Apr.2025	Lagos	22-24 July2025	Lagos	21-23 Oct.2025	Lagos

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S/N	COURSE TITLE	FEE	1ST BATCH	VENUE	2ND BATCH DATE	VENUE	3RD BATCH	VENUE	4TH BATCH	VENUE
33	Retirement Wealth Strategies: Navigating Financial Security and Prosperity	N265,000	11-13 Feb.2025	Lagos	6-8 May 2025	Lagos	5-7 Aug.2025	Lagos	4-6 Nov.2025	Abuja
34	Strategic Retirement Wealth Management: Building a Secure Financial Future	N265,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos
35	Strategic Workforce Planning and Talent Retention	N305,000	25-28 Feb.2025	Lagos	27-30 May 2025	Lagos	19-22 Aug.2025	Lagos	18-21 Nov.2025	Lagos
36	Advance Pension and Pre-Retirement Training	N285,000	11-13 Mar.2025	Lagos	3-5 June 2025	Lagos	2-4 Sept.2025	Lagos	2-4 Dec.2025	Lagos
37	Pre-Retirement Planning and Personal Finance Management Skills Course	N265,000	18-20 Mar.2025	Lagos	17-19 June 2025	Lagos	9-11 Sept.2025	Lagos	9-11 Dec.2025	Lagos
38	Mastering Compensation, Pension Funds, and Income Tax Administration	N265,000	25-27 Mar.2025	Lagos	24-26 Jun 2025	Lagos	16-18 Sept.2025	Lagos	16-18 Dec.2025	Lagos

The course fee covers tuition, Course Materials, Training Bag, Tea/Coffee Break, Launch, Group Photograph, Certificate of Participation and Administration,

All payment should be made to Association of Pension Desk Practitioners of Nigeria (First Bank, Account Number: 2036406850) or GT Bank, Account Number: 0648746334, and confirmed at least 3 days before the commencement date of each course

Special arrangements can be made to train staff of any Organisation with Five (5) or more nominees on a mutually agreed date outside this calendar. For further enquiry, Please call Nelson, (+234) 803 587, 8800 or Chris (+234) 708 813 5739.

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**2025
Training Calender**

Entrepreneur Courses

S/N	COURSE TITLE	FEE	1ST BATCH	VENUE	2ND BATCH DATE	VENUE	3RD BATCH	VENUE	4TH BATCH	VENUE
1	Strategic Financial Management: Optimizing Leverage, Investment, and Long-Term Benefits	N315,000	14-17 Jan.2025	Lagos	1-4 Apr.2025	Lagos	1-4 July 2025	Lagos	7-10 Oct.2025	Lagos
2	Behavioural Finance and Decision-Making Strategies	N285,000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
3	Entrepreneurial Mindset and Innovation Strategies for Second Career Success	N305,000	28-31 Jan.2025	Lagos	15-18 Apr.2025	Lagos	22-25 July2025	Lagos	21-24 Oct.2025	Lagos
4	Entrepreneurial Skills: Environmentally Sustainable Practices and Social Entrepreneurship Course	N315,000	11-14 Feb.2025	Lagos	6-9 May 2025	Lagos	5-8 Aug.2025	Lagos	4-7 Nov.2025	Abuja
5	Effective Entrepreneurship Delivery Strategies for National Development Course	N265,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos
6	Entrepreneurship Education – An Imperative for Sustainable Economic Growth	N305,000	25-28 Feb.2025	Lagos	27-30 May 2025	Lagos	19-22 Aug.2025	Lagos	18-21 Nov.2025	Lagos

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2025 Training Calender

Finance and Accounting Courses

S/N	COURSE TITLE	FEE	1ST BATCH	VENUE	2ND BATCH DATE	VENUE	3RD BATCH	VENUE	4TH BATCH	VENUE
1	Effective Payroll Management and Pension Act 2004 Compliance	N265,000	14-16 Jan.2025	Lagos	1-3 Apr.2025	Lagos	1-3 July 2025	Lagos	7-9 Oct.2025	Lagos
2	Holistic Financial Wellness: Personal Finance Mastery for a Prosperous Future	N285,000	21-23 Jan.2025	Lagos	8-10 Apr.2025	Lagos	8-10 July 2025	Lagos	14-16 Oct.2025	Lagos
3	Unlocking Financial Efficiency: Modern Approaches to Payroll Optimization and Fraud Prevention	N285,000	14-16 Jan.2025	Lagos	1-3 Apr.2025	Lagos	1-3 July 2025	Lagos	7-9 Oct.2025	Lagos
4	Strategic Total Rewards Management: Optimizing Compensation and Benefits for Organizational Success	N285,000	18-20 Feb.2025	Lagos	13-15 May 2025	Lagos	12-14 Aug.2025	Lagos	11-13 Nov.2025	Lagos
5	Advanced Retirement Finance and Pension Management	N165,000	11-13 Mar.2025	Lagos	3-5 June 2025	Lagos	2-4 Sept.2025	Lagos	2-4 Dec.2025	Lagos

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2025 Training Calender

International Training

S/N	COURSE TITLE	FEE	1ST BATCH	VENUE	2ND BATCH DATE	VENUE	3RD BATCH	VENUE	4TH BATCH	VENUE
1	Sustainable Finance and Economic Development Strategies	'\$4500	10-14 Feb.2025	Dubai	14-18 Apr.2025	Dubai	21-25 July 2025	Ghana	20-24 Oct.2025	Dubai
2	Entrepreneurship Education Course - An Imperative for Sustainable Economic Growth	\$4500	17-21 Mar.2025	Ghana	19-23 May 2025	Ghana	11-15 Aug.2025	Dubai	17-21 Nov.2025	Dubai

The course fee covers tuition, Course Materials, Training Bag, Tea/Coffee Break, Launch, Group Photograph, Certificate of Participation and Administration,

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2025 Training Calender

Conference

S/N	COURSE TITLE	FEE	DATE	VENUE
1	10TH ANNUAL PENSION/ADMIN CONFERENCE 2025	N150,500	4-7 Nov. 2025	Abuja

The course fee covers tuition, Course Materials, Training Bag, Tea/Coffee Break, Launch, Group Photograph, Certificate of Participation and Administration,

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