

COURSE OVERVIEW PM0672

PMI Project Management Office Certified Professional (PMI-PMOCP)

PMI Exam Preparation Training

Course Title

PMI Project Management Office Certified Professional (PMI-PMOCP) *PMI Exam Preparation Training*



Course Date/Venue

Session 1: September 13-17, 2026/Crowne Meeting Room, Crowne Plaza Al Khobar, an IHG Hotel, Al Khobar, KSA
 Session 2: November 08-12, 2026/Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE

Course Reference

PM0672



Course Duration/Credits

Five days/3.0 CEUs/30 PDHs

Course Description



This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our software tools.



This course is designed to provide participants with an up-to-date knowledge in PMI Project Management Office Certified Professional (PMI-PMOCP) and to prepare the participants to pass the PMI-PMOCP examination in order for them to achieve the PMI-PMOCP certification.



The course will cover the 6 domains which include Organizational Development and Alignment, PMO Strategic Elements, PMO Design and Structuring, PMO Operation and Performance, PMO Enhancement and Effectiveness and People.

The course is carefully developed to reflect the best practices that match the training requirements of the Project Management Institute (PMI). The Professional Development Units/Hours (PDUs) or Continuing Education Units (CEUs) awarded to the participants are recognized by the Project Management Institute (PMI) and by the International Association for Continuing Education & Training (IACET-USA).

During this interactive course, participants will learn the PMO and its types, navigating organizational landscapes, stakeholders, governance and business context; the PMO as a value-driven service provider and embracing internal customers, trust and service orientation; the service catalog and maturity models and PMO competencies like leadership, technical and business skills; the PMO value ring framework, baseline elements, structural components and customer experience cycle; the PMO services directly to value perception, exploring value-generating PMO flywheel and continuous improvement cycle for PMOs; what the organization needs from the PMO and value proposition, development and onboarding; and running, measuring success and improving PMO services and make sure stakeholders see tangible benefits.

Course Objectives/Outcomes & Benefits for the Participants

Upon the successful completion of this course, each participant will be able to:-

- Get prepared for the next PMOCP Exam and have enough knowledge and skills to pass such exam in order to get the Project Management Office Certified Professional (PMOCP) from the Project Management Institute (PMI)
- Define PMO and identify its types as well as navigate organizational landscapes covering stakeholders, governance and business context
- Discuss PMO as a value-driven service provider and embrace internal customers, trust and service orientation
- Review service catalog and maturity models and develop PMO competencies like leadership, technical and business skills
- Recognize PMO value ring framework covering baseline elements, structural components and customer experience cycle
- Link PMO services directly to value perception, explore value-generating PMO flywheel and apply continuous improvement cycle for PMOs
- Recognize what the organization needs from the PMO and apply value proposition, development and onboarding
- Run, measure success and improve PMO services and make sure stakeholders see tangible benefits

Exclusive Smart Training Kit - H-STK®



*Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

The course provides an overview of all significant aspects and considerations of project management office for project managers, project team members, project support and those who are looking to pass the PMI-PMOCP examination.

Exam Eligibility & Structure

To be eligible for the PMI-PMOCP certification, you must meet certain educational and professional experience requirements. **All project experience must have been accrued within the last five consecutive years** prior to the application submission.

Educational Background	General Project Experience	PMO Education
Secondary diploma (high school diploma, associate's degree or global equivalent)	At least 36 months spent in project related profession within the last five consecutive years OR a PMP in good standing	10 hours of formal education related to PMO (Project Management Office)

Training Fee

US\$ 5,500 per Delegate + **VAT**. The rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee

US\$ 875 per Delegate + **VAT**.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Learning Design & Customization

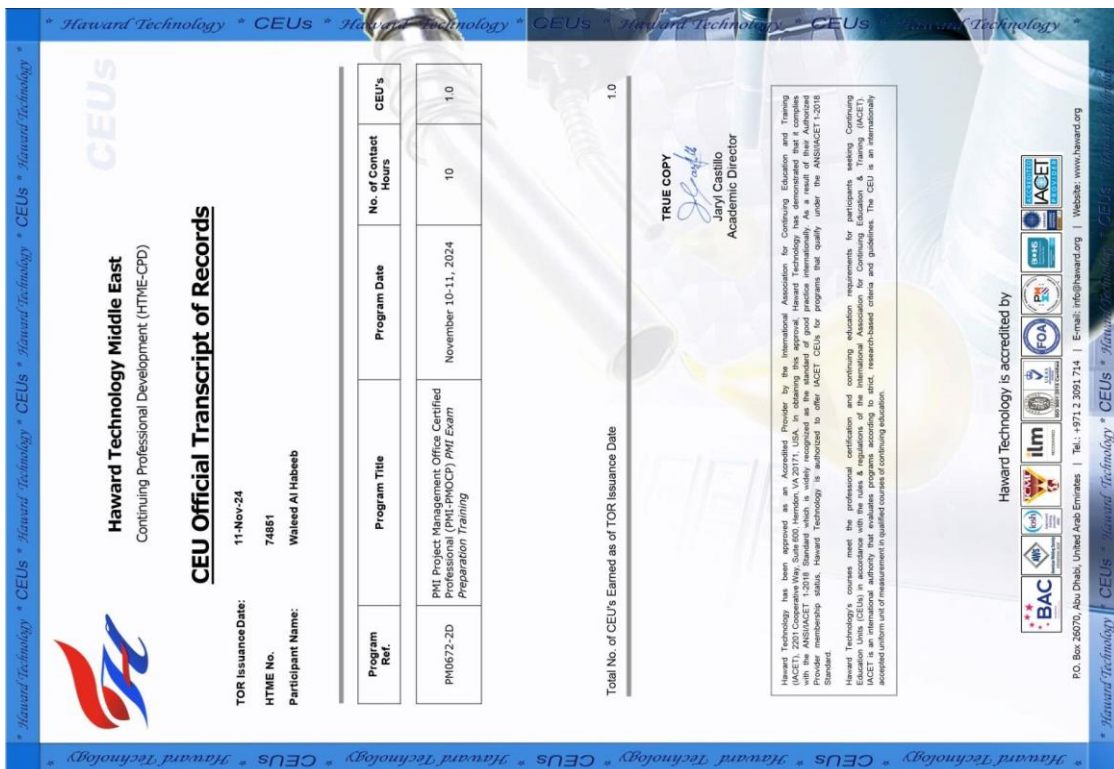
This course can be customized to the exact requirements of clients. Haward Technology is so proud of our huge capabilities in tailoring our courses to the training needs of our valued clients.

PMI-PMOCP Certificate(s)

- (1) PMI-PMP certificates will be issued to participants who have successfully passed the PMI-PMOCP examination.




- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned.



Certificate Accreditations


Certificates are accredited by the following international accreditation organizations: -

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Project Management Institute (PMI)

Haward Technology is an **Authorized Training Partner** of the **Project Management Institute (PMI)** (USA). We are strictly complying with the quality requirements and standards of PMI. Haward Technology is approved by PMI to issue contact hours and PDUs for those courses following the PMI requirements in addition to all PMI Project Management courses. Our trainers are Authorized by PMI to deliver the PMI Accredited courses and certification programs. As an Authorized Training Partner, Haward Technology has access to the latest and up-to-date PMI materials and resources available in the field of Project Management that will definitely improve the chances of success for participants attending Haward Technology courses.

The PMI Authorized Training Partner seal is a registered mark of **Project Management Institute, Inc.**

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Dr. Chris Le Roux, PhD, M.Com, B.Com (Hons), PMP, Industrial Psychologist (HPCSA Reg.), PMI-ATP Instructor PMI-PMP, PMI-CAPM Instructor is a **Senior Management Consultant & Project Management Professional** with over **30 years** of combined engineering, managerial, consulting, counseling, and international training experience across Africa, the Middle East, the Gulf region, and Europe. His expertise lies extensively in the areas of **Project & Contracts Management Skills, Project & Construction Management, Project Planning, Scheduling, Cost Control, and Earned Value Management, Project Management (Predictive, Agile, and Hybrid), PMO setup and governance, Project Delivery**

& Governance Framework, Project Management Practices, Project Management Disciplines, Risk and Contract Management (including contract development, tendering, dispute resolution, and claims), Risk Identification Tools & Techniques, Project Life Cycle, Stakeholder Management and Communication, Performance Coaching and Difficult Conversations, Project Management Processes, Project Integration Management, Project Management Plan, Project Work Monitoring & Control, Project Scope Management, Project Time Management, Project Cost Management, Project Quality Management, Quality Assurance, Project Human Resource Management, Project Communications Management, Leadership Orientation Programme, Leadership & Team Development, Psychology of Leadership, Interpersonal Skills & Teamwork, Coaching & Mentoring, Innovation & Creativity, Leadership & Performance Management, Leadership Communication, Leadership Excellence for Senior Management, Supervisory, Leadership, Coaching & Mentoring, Leadership, Communications & Interpersonal Skills, Administrative Leadership Skills, Office Management & Administration Skills, Contract Management, Tender Development, Contract Standards & Laws, Dispute Resolution & Risk Identification, Myers-Briggs Type Indicator (MBTI), Organization Development Consultation, Advanced Debriefing of Emotional Trauma, Interpersonal Motivation, Model Based Interviewing, Coaching & Motivation, Creative Thinking & Problem-Solving Techniques, Emotional Intelligence and Resilience, Presentation Skills, Communication & Interpersonal Skills, Effective Communication & Influencing Skills, Effective Business Writing Skills, Writing Business Documents, Business Writing (Memo & Report Writing), Controlling Your Time & Managing Stress, Crisis Management and Decision-Making Under Pressure; and Customer Experience, Service Excellence, and Negotiation Skills, Strategic Human Resources Management, Change Management and Organizational Development, Human Capital and Talent Management (succession planning, performance management, competency frameworks, and behavioral assessment), Strategic Planning and Execution, Project Risk Analysis & Risk Management, Global Diverse & Virtual Teams Operation, Exceeding Customer Expectations, Corporate Governance Best Practice, Business Performance Management & Improvement, Building Environment of Trust & Commitment, Win-Win Negotiation Strategies, Quality Improvement & Resource Optimization, Neuro Linguistic Programming (NLP), Personal Resilience Developing, Effective Role Modelling & Development, Managing Dynamic Work Environments, Organizational Development, Career Management, Situation & Behaviour Analysis, Interpersonal Motivation Skills, Inventory Management and Financial Administration. Further, he has also led or supported Training Needs Analyses (TNA), large-scale capability development programs, and leadership pipelines for technical, operational, and graduate employees.

During his career life, Dr. Le Roux has gained his academic and field experience through his various significant positions and dedication as the **Training & Development General Manager, Departmental Head (Electrical), Project Manager, Account Manager, Commercial Sales Manager, Manager, Sales Engineer, Project Specialist, Psychology Practitioner, Senior Consultant/Trainer, Business Consultant, Assistant Chief Education Specialist, ASI Coordinator, Part-time Lecturer/Trainer, PMP & Scrum Trainer, Assessor & Moderator, Team Leader, Departmental Head, Senior HR Consultant, Senior Lecturer / Academic Supervisor, Technical Instructor/Qualifying Technician, Apprentice Electrician: Signals, International Trainer, and Part-Time Electrician** from various companies and universities such as the South African Railway (SAR), Department of Education & Culture, **ESKOM**, Logistic Technologies (Pty. Ltd), Human Development: Consulting Psychologies (HDCP) & IFS, Mincon, Eagle Support Africa, Sprout Consulting, UKZN, Grey Campus, Classis Seminars and CBM Training.

Dr. Le Roux has a **PhD in Leadership in Performance & Change**, a **Master's degree in Human Resource Management**, a **Bachelor's degree (with Honours) in Industrial Psychology**, a National Higher Diploma and a National Technical Diploma in **Qualified Electrical & Mechanical Engineering** from **Germiston College, South Africa**. Further, he is a **Certified Project Management Professional (PMP)**, a **PMI Authorized Training Partner (ATP) Instructor**, a **Certified Associate in Project Management (PMI-CAPM)**, a **Certified Scrum Master Trainer** by the VMEdu, a **Certified Instructor/Trainer** and a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)**. Moreover, he is a **Registered Industrial Psychologist** by the Health Professions Council of South Africa (HPCSA), a **Registered Educator** by the South African Council for Educators (SACE) and a **Registered Facilitator, Assessor & Moderator** with Education, Training and Development Practices (ETDP) SETA. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	<i>Registration & Coffee</i>
0800 – 0815	<i>Welcome & Introduction</i>
0815 – 0830	PRE-TEST
0830 – 0930	<i>Building a New PMO Mindset</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>Introduction to PMOs</i>
1030 – 1130	<i>What a PMO is, why it Exists, Types of PMOs</i>
1130 – 1230	<i>Navigating Organizational Landscapes</i>
1215 – 1230	<i>Break</i>
1230 – 1400	<i>Stakeholders, Governance, Business Context</i>
1400 – 1420	<i>The PMO as a Value-Driven Service Provider</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day One</i>

Day 2

0730 – 0830	<i>From Control Tower to Enabler of Strategy</i>
0830 – 0930	<i>Embracing Customer Centricity</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>Internal Customers, Trust & Service Orientation</i>
1100 – 1230	<i>PMO Services & Maturity</i>
1230 – 1245	<i>Break</i>
1245 – 1330	<i>Service Catalog, Maturity Models</i>
1330 – 1420	<i>Developing PMO Competencies</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3

0730 – 0830	<i>Leadership, Technical & Business Skills</i>
0830 – 0930	<i>The PMO Value Ring™ Framework</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>Framework Overview</i>
1100 – 1230	<i>Baseline Elements</i>
1230 – 1245	<i>Break</i>
1245 – 1400	<i>Structural Components</i>
1400 – 1420	<i>Customer Experience Cycle</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Three</i>

Day 4

0730 – 0830	<i>Links PMO Services Directly to Value Perception</i>
0830 – 0930	<i>Exploring the Value-Generating PMO Flywheel</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>Flywheel Overview</i>
1100 – 1230	<i>Continuous Improvement Cycle for PMOs</i>
1230 – 1245	<i>Break</i>
1245 – 1400	<i>Awareness Building & Needs Assessment</i>
1400 – 1420	<i>Understanding What the Org Needs from the PMO</i>
1420 – 1430	<i>Recap</i>
1430	<i>Lunch & End of Day Four</i>

Day 5

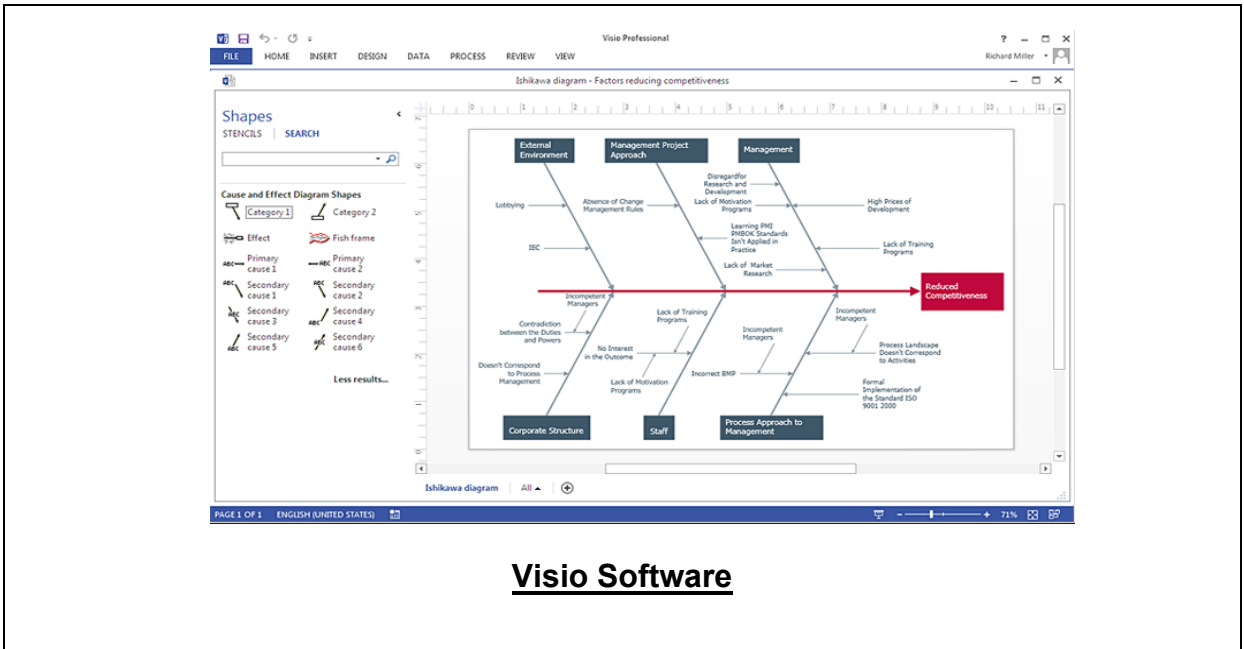
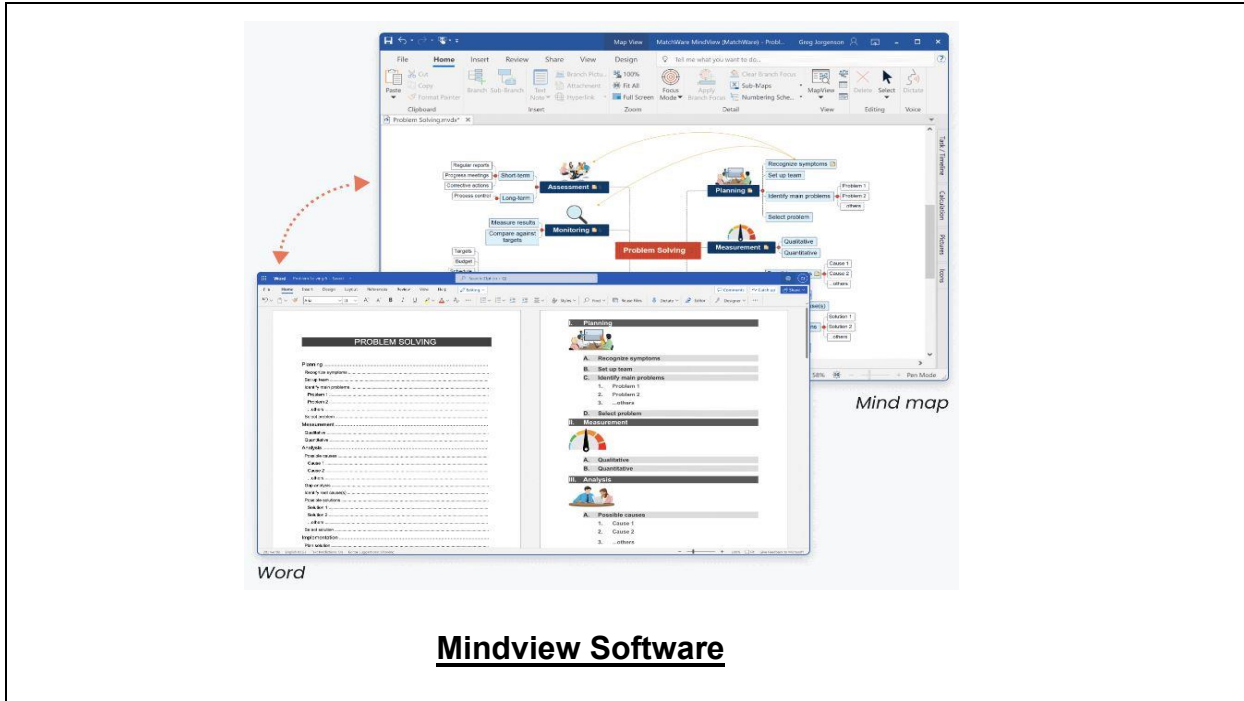
0730 – 0800	<i>Value Proposition, Development & Onboarding</i>
0800 – 0930	<i>Designing & Introducing PMO Services</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>Operation, Monitoring & Improvement</i>
1030 – 1130	<i>Running PMO Services, Measuring Success & Improving</i>
1130 – 1230	<i>Value Delivery & Recognition</i>
1230 – 1245	<i>Break</i>
1245 – 1345	<i>Making Sure Stakeholders See Tangible Benefits</i>
1345 – 1400	<i>Course Conclusion</i>
1400 – 1415	POST-TEST
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch & End of Course</i>

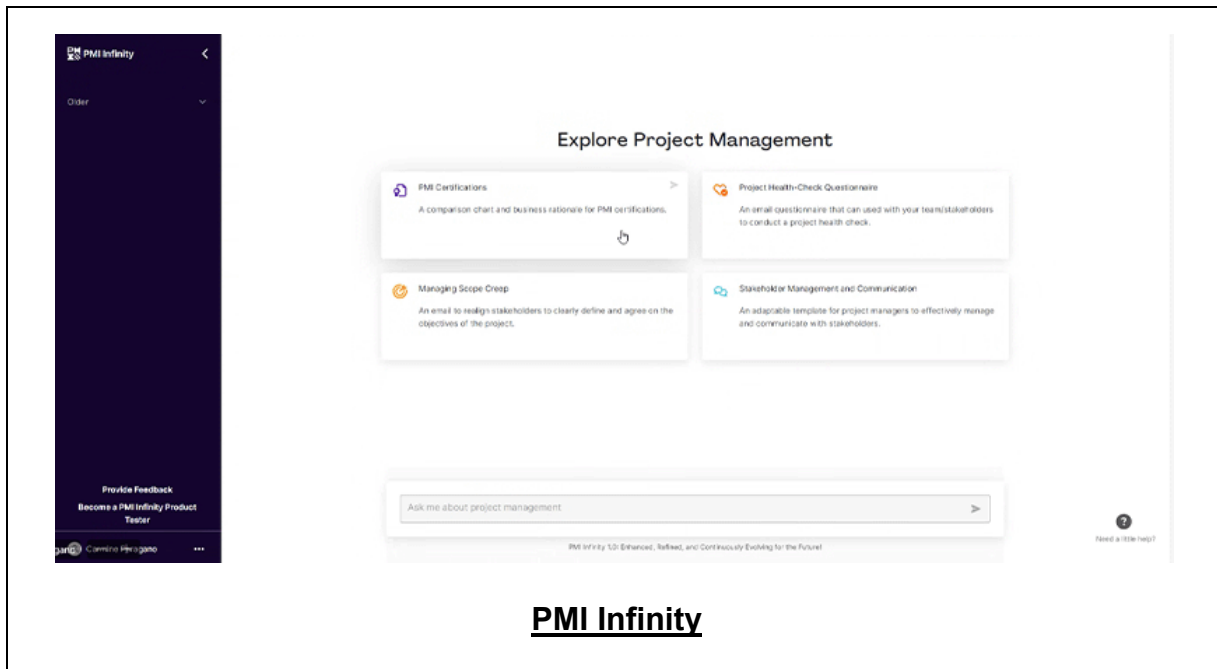
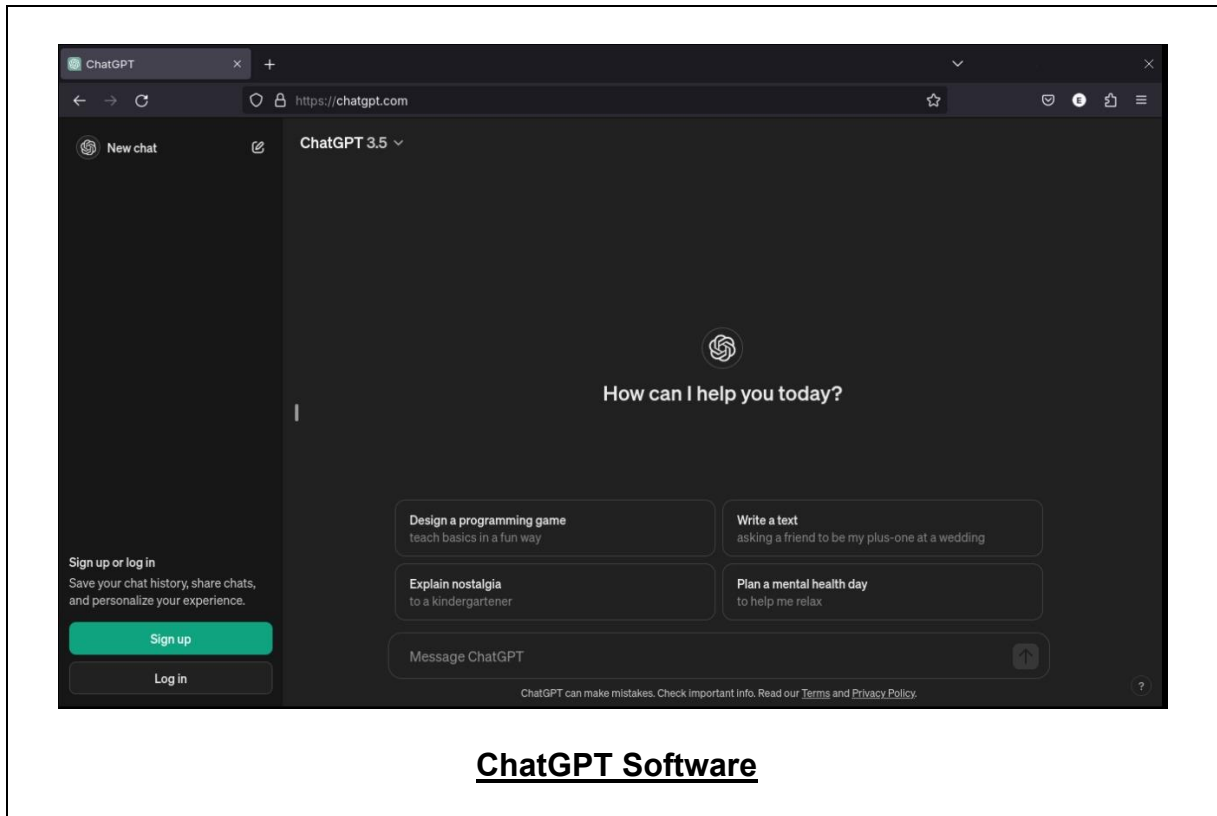
MOCK Exam

Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward’s Portal. Each participant will be given a username and password to log in Haward’s Portal for the MOCK Exam during the 60 days following the course completion. Each participant has only one trial for the MOCK exam within this 60-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.

Software Tools Demonstration

Practical sessions will be demonstrated through software tools during the course for delegates. Delegates will have an opportunity to understand the exercises using the “Mindview Software”, “Visio Software”, “ChatGPT” and “PMI Infinity”.





Course Coordinator

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