ورشة
WORKSHOP X

SERVICE PROPOSAL FOR COMPANIES

Corporate Training Management

We help organisations prepare, deliver and document their training plans, including programmes linked to their own requirements and policies.

November 2026 workshopx.online

Who is it for?

Companies and institutions, and HR and learning and development teams.

Scope of work

- Training policy
- The annual plan and responsibilities
- Delivering programmes and recording attendance and completion
- On-the-job training for graduates
- Disclosure records and attachments, within the service scope

How we work

01
Review the organisation's needs

02
Prepare the plan and policy

03
Deliver the training

04
Document the records and prepare the disclosure file when needed

Service options

OPTION	DETAILS	PRICE
Training policy and annual plan	Training policy, annual plan by role and a named responsible person	**SAR 18,000 one-off**
Training documentation	Every training recorded and documented, with an annual disclosure file	**SAR 24,000 a year**
On-the-job training for graduates	Cohort design, training agreements, mentor kit, monthly progress reports and certificates	**SAR 6,500 per trainee**
Specialised training	A session for roles that need specialised training, up to 30 staff, with records and a short test	**SAR 15,000 per session**

Next step

Request a call and we will arrange a short call to agree the scope, followed by a formal quotation.

Online
workshopx.online/connect

Email
info@workshopx.online

Riyadh
CR 4030307719 · ISO 9001:2015

Prices are proposed launch prices in Saudi riyals, excluding 15% VAT, and are confirmed in a formal quotation.