

# TOP TRAINING FOR 2017

**TOP TRAINING PROGRAMMES AS IN-HOUSE (CUSTOMISED ACCORDING TO YOUR ORGANISATION'S BUSINESS MODEL) OR PUBLIC COURSES**

**FOR • BOARD & EXECUTIVE MANAGEMENT • SOEs • PUBLIC ENTERPRISES  
• BANKS • MUNICIPALITIES • PRIVATE SECTOR**

## **NEW BOARD INDUCTION AND DIRECTORS SKILLS AUDIT 3 DAY MASTERCLASS**

- Corporate Governance • Board Composition
- Roles, Responsibilities, Rights, Risks, Rewards
- Skills of the Director

## **ENTERPRISE RISK MANAGEMENT BEST PRACTICES 3 DAY MASTERCLASS**

- Risk Governance • Risk Assessment • Risk Rating
- Risk Profile • Risk Controls • Risk Reporting
- Risk Register • Risk Committees • Risk Champions

## **PROCUREMENT AND TENDERING BEST PRACTICES 3 DAY MASTERCLASS**

- Supplier Evaluation and Rating • Procurement Procedures • Controls • Tender Risk Management
- Tender Procedures and Evaluation

## **STRATEGIC PLANNING 3 DAY MASTERCLASS**

- Strategic Statement • Strategic Leadership
- Vision • Mission • Goals • Objectives
- KRAs and KPIs • Strategic Business Model
- Analysing Past, Present & Future • SWOT Analysis

## **INTEGRATED DUE DILIGENCE 3 DAY MASTERCLASS**

- Integrated Due Diligence Investigation • Strategic
- Legal • Technology • Operations • Commercial • IP • Finance • Marketing • HR • Performance Management • Risk Assessment, Identification & Management

## **FINANCIAL ADMINISTRATION 3 DAY MASTERCLASS**

- Cost Control • Expense Management • Revenue Generation • Budgetary Control • Asset Management
- CAPEX Management • Credit & Debtors Management • Reporting • Balanced Scorecard • Performance Contracts

## **BOARD COMMITTEES 3 DAY MASTERCLASS**

- Shareholders versus Board Committees • Audit Committee • Risk Committee • Human Resources Committee • Strategic & Transformation Committee
- Social and Ethics Committee • Executive Committee

## **PERFORMANCE MANAGEMENT FOR EXECUTIVES, MANAGEMENT & SUPERVISORS 3 DAY MASTERCLASS**

- Strategic Leadership & Management • Ethical Leadership • Role of the CEO • The C-Team • Performance Contracts • Performance Reporting • Operating Budget • Daily Controls • Risk Management • Commitments & Objectives (Activity Plan) • Balanced Scorecard

## **ROOT CAUSE ANALYSIS (RCA) & PROBLEM SOLVING 3 DAY MASTERCLASS**

- Symptom versus Cause • Getting to the 'Root' of the Problems • 5 Step Process in RCA • Analysing Failures & Mistakes • Failure Prediction • Quality Management
- Processes & Tools for RCA • Cause Mapping • Problem Solving Dashboard • Root Cause Analysis Maturity Test

## **KING IV & CORPORATE GOVERNANCE BEST PRACTICES 2 DAY MASTERCLASS**

- Corporate Governance Best Practices • King III v King IV • Corporate Governance Framework • Codes of Conduct
- 17 Principles of King IV • Enhanced Features of King IV
- Corporate Governance Maturity Test • Developing a King IV Scorecard for Your Organisation

## **POLICIES, PROCEDURES & CONTROLS 2 DAY MASTERCLASS**

- Policy v Procedure • Processes & Systems • Organisational Structure • Business Model • Internal Controls • Procurement, Operations, Finance, Marketing, ICT, Human Capital
- Performance Management • Policy Review Meeting • Policies, Procedures and Controls Maturity Test • Formulating Your Organisation's Policies and Procedures Manual

## **BOARD OF DIRECTORS PERFORMANCE APPRAISAL & EVALUATION 1 DAY HIGH-LEVEL WORKSHOP**

## **EXECUTIVE MANAGEMENT PERFORMANCE APPRAISAL & EVALUATION 1 DAY HIGH-LEVEL WORKSHOP**

A detailed agenda for any of the above training programmes can be provided to you upon request. We will also forward you the profile of the trainer and the relevant testimonials. Any of the above training programmes can be conducted as in-house workshops or as public workshops. The agendas can be customised according to your business model and requirements.

Contact us on [info@gihub.co.za](mailto:info@gihub.co.za)

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