

# TOP TRAINING FOR 2018

**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**

For more information regarding these and our other cutting edge training programmes contact us on

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