

# STUDY TOUR IN DUBAI



## DATE

10th - 14th May, 2023

## VENUE

Avani Deira Dubai Hotel

## FEES

**USD 3,650.00 per Participant**  
(Conferencing, Tuition, Learning Packages,  
Snacks/Lunch, and Internal Travels )

The four-day study tour in Dubai aims to provide participants with insights into international best practices for financial stewardship, accountability, board governance, and risk management. Participants will have the opportunity to learn from experts, visit leading organizations, and network with peers in order to gain practical knowledge and skills to enhance their organisational effectiveness.

### Note

- An additional USD 100.00 will be paid by participants who opt to visit the Desert Safari. This fee includes transport, tour tickets and lunch.
- Fees are exclusive of taxes and do not include Accommodation, Ticket & Visa processing
- Payment should be received two (2) weeks before schedule



# PROGRAM OVERVIEW

The four-day study tour in Dubai is a customized program designed for Board and business executives who are interested in enhancing their skills and competencies in Board leadership. The program offers two modules: Board Governance and Financial Stewardship and Developing Board Skills for Negotiation and Mediation. The training will include a field visit to the National Port of Dubai to trade practices, enhance business connections and create an opportunity for participants to identify other business opportunities in Dubai. Included in this package is also a tour to some interesting tourist attractions in the country.

## AGENDA

- Day 1: Arrival and Cocktail
- Day 2: Training Day 1
- Day 3: Training Day 2
- Day 4: Working Visit to the Port of Dubai
- Day 5: Sightseeing - Desert Safari (Optional)

# DAY 1

## BOARD GOVERNANCE & FINANCIAL STEWARDSHIP

The training on Board governance and financial stewardship is designed to equip Board and business executives with the knowledge and skills needed to effectively manage the governance and financial aspects of their organisation. The program will cover topics such as financial reporting requirements, financial oversight and capital gearing. Participants will learn from experienced trainers and engage in interactive sessions aimed at providing practical insights and best practices. By the end of the training, the executives will have a solid understanding of financial reporting and public financial management, enabling them to make better-informed decisions that positively impact their organisation.

## AGENDA

### SESSION 1

- Corporate Governance and the Board
- Board Roles and Responsibilities
- Financial Expectations from SEs
- Financial Oversight arrangements in SEs
- Financial Reporting Requirements under PFM Act, 2016 and Companies Act, 2019 (Act 992)
- Financial Health of SEs and Assessment of Financial Performance
- Capital Gearing for SEs
- Case Simulation

### SESSION 2

- Financial Planning and Budgeting
- Disclosure and Transparency of Financial Information
- Understanding the Risks involved in Budget Execution
- Implementing Internal Control Policies in Budget Execution
- Case Study Simulation



# DAY 2

## DEVELOPING BOARD SKILLS FOR NEGOTIATION AND MEDIATION

Conflicts are prevalent in all our institutions be it work, social or family networks. This three-day practical training has been designed specifically for corporate executives with the purpose of strengthening leadership on the various workplace and employment related disputes that could arise in organisations and the mediation options available for redress.

## AGENDA

### SESSION 1

#### Foundations of Dispute Resolution

- Various visions of Conflict
- Conflict as Normal in Society
- Conflict as Positive or Negative for Change
- Leadership as the management of differences
- Conflict in Corporate Governance
- Conflict in Employment Relations
- Introduction to Ghana's Labour Laws

#### Dispute Resolution Mechanisms

- Elements of Dispute Resolution
  - Negotiations
  - Mediation
  - Arbitration
  - Other methods
- Emphasis shall be on Negotiations*
- Exercises: Listening skills and creative problem-solving

### SESSION 2

#### Practical Skills for Resolving Employment Disputes

##### Negotiations practicum

- Two teams negotiating to reach an agreement.
  - Exercises: Assessing Conflict Mode Instruments and Thinking Outside the Box
  - Participants Role Play and Feedback Assessment
- (All cases centred on employment relations)*



# CONSULTANTS PROFILES



## FLORENCE HOPE-WUDU

HOST

Florence Hope-Wudu is a recognised Corporate Governance Consultant by practice and a Chartered Accountant (ACCA UK) by profession. She is the Managing Consultant for Purple Almond Consulting, a firm that provides services in Training, Consulting, Research and Donor Development Projects.

Florence works with boards of financial and public institutions to provide support for their development in the form of training and advisory services. She leads teams to provide governance services to institutions through board evaluation, policy development and governance audit. She co-authored the national curriculum on Corporate Governance "Board Governance Toolkit" to train boards of Specified Entities and the author of "Training Skills Guide", a Resource kit for Adult facilitation.



## DR. MANPREET KAUR

BOARD LEARNING AND DEVELOPMENT CONSULTANT

Dr. Manpreet Kaur is an accomplished professional with over 12 years of experience in the field of Corporate Security and Management. She has advanced in this field for over 12 years, and is currently serving as Manager - International Operations and Business Consultant at ReAssure Advisory DWC LLC, Dubai, UAE. ReAssure Advisory specializes in providing consultancies to financial institutions across various regions of the world.

Dr. Kaur holds a Bachelor's & Master's degree in Psychology & Criminology from Punjabi University in India. Later, she pursued a Ph.D. in Psychology with a research focus on Indian Police Management from the University of Delhi, which is a highly esteemed achievement.



## SAEED MUSAH-KHALEEPHA

DISPUTE RESOLUTION CONSULTANT

Saeed has over a decade been involved in ADR practice and administration in various capacities including being the Program Manager of Ghana Association of Certified Mediators and Arbitrators (GHACMA). He has assisted in teaching Negotiations at Ashesi University and his recent interests include setting up an ADR Centre and developing Disputes Systems and Mechanisms.

Saeed was the Ag. Executive Director of Gamey and Co ADR Centre, established recently to provide amicable dispute resolution services to corporate bodies, individuals, and governmental agencies. He also served as an Associate Consultant (Employment Relations and Dispute Resolution) at Gamey and Gamey Group where he works in delivering solutions in Employment Relations (ER) and Dispute Resolution (ADR) to corporate institutions and individuals in Negotiations, Mediation and Arbitration services.

Saeed serves as associate facilitator in ER and ADR training programmes and is listed on the roster of the National Labour Commission as Mediator/Arbitrator. He had both his Bachelors and M.Sc. degrees from Cape Coast University, attended Negotiations, Mediation and Arbitration programmes at Gamey and Gamey, USIP and KAIPTC among others; and studied for LL.B. at Central University.

# CONSULTANTS PROFILES

## SIDDIQUE ABDUL-MOOMEN

### PUBLIC FINANCIAL MANAGEMENT EXPERT



Siddique is an Accountant and Public Financial Management Consultant with over fifteen (15) years of practice in Accounting, Financial Reporting, Financial Analysis and Monitoring and Evaluation. He is the Chief Accountant and Head of Finance for the Public Financial Management Reforms Project (PFMRP). He also served as the Director of Finance and Administration for the Northern Development Authority (NDA).

He was an Adjunct Lecturer in Financial and Management Accounting at the University of Professional Studies and also served as a Facilitator for Ghana Institute of Management and Public Administration (GIMPA) in Financial Management.

He holds a Post Graduate Diploma in Public Financial Management, Post Graduate Diploma in Monitoring and Evaluation and a Masters Degree in Business Administration (MBA) Finance and Accounting option. He is also a member of the Institute of Chartered Accountants Ghana

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ALMOND  
CONSULTING SERVICES

# REGISTRATION

## TERMS

- All Fees are exclusive of Valued Added Taxes.
- Full Payment is required within 4-5 business days from the date of invoice. Fees are inclusive of programme digital materials.

**NOTE: Full Payment must be received prior to the Training dates.**

## FORMS

1. Delegate Name: .....  
Designation: .....  
Mobile: .....  
Email: .....

2. Delegate Name: .....  
Designation: .....  
Mobile: .....  
Email: .....

3. Delegate Name: .....  
Designation: .....  
Mobile: .....  
Email: .....

4. Delegate Name: .....  
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Mobile: .....  
Email: .....

5. Delegate Name: .....  
Designation: .....  
Mobile: .....  
Email: .....

### Organisation Details and Authorisation

Please send the invoice to: .....  
Company Name: .....  
Authorised by: .....  
Designation: .....  
Email: .....  
Company Postal Address: .....  
Telephone No.: .....

## PAYMENT DETAILS

**Name: Purple Almond Consulting Services**

**Bank Name: Ecobank Ghana**

**Account Number: 1441000610577**

**Branch: Spintex**

## CANCELLATION POLICY

To obtain full refund if any, cancellations must be received in writing by email two (2) weeks before training dates

**Cancellation fees shall be:**

- **50% of total fees a week to training date**
- **70% of total fees 1-2 days to training date**
- **80% of total fees for no show and no notice**

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## CONTACT US

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