Garnet
Garnet Global Training Center

GGT-LG-117

Law, Arbitration & Compliance

Compliance Officer Program

برنامج مسؤول الامتثال

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (management)**

Overview

Compliance Officer Program helps participants move from doing the work to managing it, with planning tools, control methods and reporting that management trusts. Legal skills for in-house counsel, contract teams and compliance functions. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Set up and run Compliance Officer Program as a managed process with clear roles.
- Define KPIs and build simple dashboards for management.
- Control risk, quality and compliance in this area.
- Lead improvement projects and measure their benefit.
- Report clearly to senior management and stakeholders.

Who should attend

Lawyers, legal advisers, contract managers and compliance officers. It suits supervisors, section heads and specialists who manage, or are about to manage, this area.

Key topics

- Legal frameworks across the region
- Contract formation and risk
- Dispute resolution routes
- Regulatory compliance
- Legal research and drafting
- Case analysis

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Compliance Officer Program: the management framework

- Legal frameworks across the region
- Hands-on workshop on a workplace challenge

Day 2 Planning, resources and budgets

- Contract formation and risk
- Dispute resolution routes

Day 3 Performance measurement and control

- Regulatory compliance
- Common mistakes and how to avoid them

Day 4 Risk, compliance and improvement

- Legal research and drafting
- Regional and international case studies

Day 5 Management case study and action plan

- Case analysis
- Checklists and templates to take away

10-day outline

Day 1 Compliance Officer Program: the management framework

- Legal frameworks across the region
- Hands-on workshop on a workplace challenge

Day 2 Planning, resources and budgets

- Contract formation and risk
- Dispute resolution routes

Day 3 Performance measurement and control

- Regulatory compliance
- Common mistakes and how to avoid them

Day 4 Risk, compliance and improvement

- Legal research and drafting
- Regional and international case studies

Day 5 Management case study and action plan

- Case analysis
- Checklists and templates to take away

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Group discussion and peer review

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Measurement and reporting

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
18–22 Jan 2027	5-day classroom	London	English	4,750
21–25 Feb 2027	5-day classroom	Jeddah	Arabic	4,750
4–15 Apr 2027	10-day classroom	Riyadh	English	8,950
15–19 Nov 2027	5-day online	Live online	Arabic	2,950
6–10 Mar 2028	5-day classroom	Istanbul	English	4,750
5–16 Jun 2028	10-day classroom	Amsterdam	English	8,950
18–29 Sep 2028	10-day online	Live online	English	5,450
19–23 Nov 2028	5-day classroom	Manama	English	4,750
4–8 Jun 2029	5-day classroom	Vienna	English	4,750

Dates	Format	City	Language	Fee (USD)
10–14 Sep 2029	5-day online	Live online	English	2,950
15–19 Oct 2029	5-day classroom	Amsterdam	English	4,750
11–22 Nov 2029	10-day classroom	Cairo	English	8,950
7–11 Apr 2030	5-day classroom	Cairo	Arabic	4,750
17–28 Jun 2030	10-day online	Live online	Arabic	5,450
4–15 Aug 2030	10-day classroom	Amman	English	8,950
18–22 Nov 2030	5-day classroom	Barcelona	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/