Garnet
Garnet Global Training Center

GGT-LG-103

Law, Arbitration & Compliance

Corporate Law & Company Secretarial Practice

قانون الشركات وأعمال أمانة السر

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

Overview

Corporate Law & Company Secretarial Practice focuses on how the work is actually done: the methods, checks and decisions practitioners use every day, illustrated with real cases from the region. Legal skills for in-house counsel, contract teams and compliance functions. Choose 5 or 10 days, classroom or live online, English or Arabic; organisations can also run it in-house and adapt the examples to their own work.

What you will be able to do

- Apply the methods and standards of Corporate Law & Company Secretarial Practice to real tasks.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.
- Interpret data and results correctly and act on them.
- Follow safe, compliant and documented work practices.

Who should attend

Lawyers, legal advisers, contract managers and compliance officers. Practitioners with one to five years of experience benefit most.

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

WhatsApp: +971 56 674 7382

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 Corporate Law & Company Secretarial Practice: principles and standards

- Legal research and drafting
- Group discussion and peer review

Day 2 Methods and tools in practice

- Case analysis
- Legal frameworks across the region

Day 3 Diagnosis and problem solving

- Contract formation and risk
- Measurement and reporting

Day 4 Quality, safety and documentation

- Dispute resolution routes
- Hands-on workshop on a workplace challenge

Day 5 Workshop, assessment and action plan

- Regulatory compliance
- Common mistakes and how to avoid them

10-day outline

Day 1 Corporate Law & Company Secretarial Practice: principles and standards

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Day 2 Methods and tools in practice

- Case analysis
- Legal frameworks across the region

Day 3 Diagnosis and problem solving

- Contract formation and risk
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Day 4 Quality, safety and documentation

- Dispute resolution routes
- Hands-on workshop on a workplace challenge

Day 5 Workshop, assessment and action plan

- Regulatory compliance
- Common mistakes and how to avoid them

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Regional and international case studies

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
- Checklists and templates to take away

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)
19–23 Apr 2027	5-day online	Live online	Arabic	2,950
16–27 May 2027	10-day classroom	Kuwait City	Arabic	8,950
7–11 Jun 2027	5-day classroom	Dubai	English	4,750
5–9 Jul 2027	5-day classroom	Istanbul	English	4,750
21–25 Feb 2028	5-day classroom	Vienna	English	4,750
6–17 Mar 2028	10-day classroom	Paris	English	8,950
17–28 Apr 2028	10-day online	Live online	English	5,450
20–24 Nov 2028	5-day classroom	Casablanca	Arabic	4,750
14–25 May 2029	10-day classroom	London	English	8,950

Dates	Format	City	Language	Fee (USD)
10–14 Sep 2029	5-day classroom	Casablanca	English	4,750
11–15 Nov 2029	5-day classroom	Kuwait City	English	4,750
10–14 Dec 2029	5-day online	Live online	Arabic	2,950
18 Feb – 1 Mar 2030	10-day classroom	Istanbul	English	8,950
10–21 Jun 2030	10-day online	Live online	Arabic	5,450
7–11 Jul 2030	5-day classroom	Manama	Arabic	4,750
3–7 Nov 2030	5-day classroom	Jeddah	English	4,750

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