



*Training Course:  
Governance and Management of High-Level  
Committees*

*27 - 31 October 2025  
Amsterdam (Netherlands)*

## Training Course: Governance and Management of High-Level Committees

Training Course code: MA236242 From: 27 - 31 October 2025 Venue: Amsterdam (Netherlands) - Training Course Fees: 5500 € Euro

### Introduction

High-level committees are essential mechanisms for effective governance, decision-making, and oversight in both public and private institutions. Their ability to guide strategic direction, ensure compliance, and manage organizational risks depends on strong governance frameworks and effective management practices. This program equips participants with the knowledge and practical tools to establish, manage, and optimize the performance of high-level committees, ensuring they contribute to organizational excellence and sustainable success.

### Target Audience

- Board members and committee chairs.
- Senior executives and directors involved in governance.
- Corporate secretaries and governance professionals.
- Governmental and regulatory committee members.
- Senior managers supporting executive or advisory committees.

### Objectives

By the end of this program, participants will be able to:

1. Understand the governance principles and legal frameworks underpinning committees.
2. Define roles, responsibilities, and accountabilities of committee members.
3. Design effective structures, charters, and reporting lines for high-level committees.
4. Implement best practices in decision-making, documentation, and communication.
5. Enhance transparency, accountability, and alignment with organizational strategy.

### Course Methodology

- Interactive lectures.
- Real-world case studies of high-level committees.
- Group exercises and simulations.

- Role-play scenarios committee chairing, conflict resolution.
- Practical tools and templates for committee governance.

## Outlines

### Day 1

#### Foundations of High-Level Committee Governance

- Principles of governance and committee oversight.
- Types of high-level committees board committees, advisory committees, regulatory committees.
- Legal and regulatory frameworks guiding committees.
- Case studies: governance failures vs. governance excellence.

### Day 2

#### Structures, Roles, and Responsibilities

- Committee charters: purpose, authority, and scope.
- Roles of chairpersons, members, and secretaries.
- Ensuring diversity, expertise, and independence in committees.
- Defining accountability and delegation mechanisms.

### Day 3

#### Effective Decision-Making and Meetings

- Planning and conducting productive committee meetings.
- Tools for evidence-based decision-making.
- Conflict resolution and consensus building.
- Recording and following up on resolutions and actions.

### Day 4

#### Performance, Transparency, and Compliance

- Performance evaluation of committees and members.

- Reporting and disclosure requirements.
- Risk oversight and compliance responsibilities.
- Enhancing transparency and stakeholder trust.

## Day 5

### Best Practices and Future Trends

- International benchmarks in committee governance.
- Technology in committee management digital governance platforms.
- Building a culture of integrity and accountability.
- Simulation exercise: managing a high-level committee in crisis.

## Registration form on the Training Course: Governance and Management of High-Level Committees

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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