CINPAA | INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

سينبا | التعاونية الدولية للتدريب والاستشارات



Training programme:

Institutional Governance and Executive Decision-Making

Delivered in several cities and dates

OUR INTERNATIONAL PARTNERS:

ISDE Law Business School High Performance Education
Higher Institute of Law and Business (ISDE)

Professional Development Institute
Professional Development Institute

Universidad Camilo José Cela
Camilo José Cela University

SEK EDUCATION GROUP

ISO 29993:2017 Learning services for non-formal education and training

ISO 9001:2015

Institutional Governance and Executive Decision-Making

About the programme:

An executive programme that strengthens leaders' ability to develop governance and make decisions while connecting institutional responsibilities with performance and implementation.

Objectives:

Developing participants' skills, knowledge, values and professional approaches in:

a. Strengthen the principles of institutional governance.
b. Improve the quality of decision-making.
c. Clarify roles and responsibilities.
d. Improve accountability and institutional performance.
e. Prepare a decision record showing options, risks, responsibilities and accountability.

Target audience:

a. Executive leaders
b. Heads of departments
c. Governance, risk and performance officers

Daily programme:

• Day 1: Governance structures

a. Board and committee responsibilities in public and international bodies
b. Oversight and delegation relationships between board and executives
c. Principles of institutional governance and how they are applied
d. Charters, terms of reference and schedules of delegated authority
e. Case study: reviewing the governance structure of an institution and its gaps
f. Day output: governance structure map with delegation lines

• Day 2: Leadership and management roles

a. Separating oversight from delivery in executive responsibilities
b. Conflicts of interest and authority limits for senior staff
c. Clarifying roles and responsibilities to avoid duplication
d. Role descriptions that support accountability and performance
e. Workshop: resolving overlapping roles in a sample leadership team
f. Day output: clarified roles and authority limits

• Day 3: Executive decision-making

a. Analysing options and risks before an executive decision
b. Recording decisions and their basis in a clear decision record
c. Improving the quality of decisions through structured review
d. Consulting the right stakeholders without slowing decisions down

e. Workshop: preparing a decision record showing options, risks and responsibilities

f. Day output: completed executive decision record

• Day 4: Accountability and performance

a. Linking responsibility to performance indicators and targets

b. Accountability and follow-up reports for governing bodies

c. Internal control and audit as part of institutional accountability

d. Acting on performance information with timely corrective decisions

e. Case study: following up a decision that did not deliver the expected results

f. Day output: accountability and follow-up report outline

• Day 5: Institutional risk management

a. Identifying and assessing institutional risks and their owners

b. Escalation and treatment plans for significant risks

c. Risk appetite and how it guides executive decisions

d. Integrating risk review into governance and management meetings

e. Workshop: building a risk register with escalation and treatment plans

f. Day output: institutional risk register for a selected unit

Training methods and certificates:

Our programmes are built on modern pedagogy that combines theoretical knowledge with practical application, in line with participants' needs and the demands of the workplace. Methods include:

· **Interactive workshops:** analysis of real data and group discussions that strengthen practical understanding.

· **Case studies:** examples from international organisations that highlight real successes and challenges.

· **Realistic simulations:** participants train through professional scenarios that mirror real situations requiring decisions and situation management.

· **Advanced tools and technologies:** hands-on practice with up-to-date training software and tools suited to each field.

Certificates:

On successful completion, participants receive a certificate issued by CINPAA, a training institute officially registered in the European Union, Spain and the United Kingdom.

CINPAA - Cooperative International for Training and Consulting

Our programmes are delivered within academic and professional partnerships, cooperation agreements and memoranda of understanding with a number of academic and professional institutions, including:

• Camilo José Cela University - Spain

• ISDE - Law & Business School - International

• Professional Development Institute - United Kingdom

These partnerships aim to exchange expertise, develop training content and raise programme quality in line with international best practice.

Kind regards,
International Programmes Department
"CINPAA" INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

Course details and registration

Course Details | Registration

Programme	**Institutional Governance and Executive Decision-Making**	Course Title
Language	**English**	Course Language
Duration	**5 days**	Duration
Venue	**Several cities and dates – see the table below**	Venue
Financial offer	**Sent separately, according to the number of participants and the delivery conditions.**	Financial Offer

Registration and confirmation:

To register, please use one of the following:

a. Complete the programme request form on our website.

b. Or send an email from your training department.

c. Or a nomination letter from your organisation.

Send your confirmation by:

Email	info@cinpaa.org
WhatsApp	+34 635 867 686

Our team is ready to advise on accommodation and logistics before and during your stay.

Planned programme dates:

City	Dates
Madrid, Spain	21 - 25 Dec 2026
Madrid, Spain	15 - 19 Mar 2027
Barcelona, Spain	07 - 11 Jun 2027
London, United Kingdom	06 - 10 Sep 2027
Cairo, Egypt	06 - 10 Dec 2027

The programme can be delivered in other cities and on other dates to suit your organisation, at the length you need. The cities are listed on the last page.

سينبا التعاونية الدولية للتدريب والاستشارات | CINPAA – International Cooperative for Training & Consulting

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Scan to save our contact

Cities where we deliver our programmes:

This programme can be delivered in any of the following cities, and elsewhere on request.

Albania Tirana, Saranda	**Australia** Sydney	**Austria** Vienna, Hallstatt, Salzburg / Zell am See	**Azerbaijan** Baku
Bahrain Manama	**Belgium** Brussels, Bruges	**Bosnia and Herzegovina** Sarajevo	**Canada** Toronto, Montreal
China Hong Kong, Shanghai, Beijing, Guangzhou	**Croatia** Dubrovnik	**Cyprus** Nicosia, Limassol, Larnaca	**Czech Republic** Prague
Egypt Cairo, Sharm El Sheikh, Alexandria, Hurghada	**France** Paris	**Georgia** Tbilisi, Batumi	**Germany** Munich, Berlin, Düsseldorf, Frankfurt
Greece Athens, Rhodes	**Hungary** Budapest	**Indonesia** Bali, Jakarta	**Ireland** Dublin
Italy Rome, Florence, Milan, Venice, Como	**Japan** Tokyo	**Jordan** Amman, Aqaba	**Kuwait** Kuwait City
Malaysia Kuala Lumpur	**Maldives** Maldives	**Mauritius** Mauritius	**Montenegro** Budva, Kotor
Morocco Casablanca, Marrakech, Tangier, Rabat	**Netherlands** Amsterdam	**Oman** Muscat, Salalah	**Philippines** Manila
Poland Krakow, Warsaw	**Portugal** Lisbon, Porto	**Qatar** Doha	**Russia** Moscow
Saudi Arabia Riyadh, Jeddah, Dammam	**Serbia** Belgrade	**Slovenia** Ljubljana	**South Korea** Seoul
Spain Madrid, Barcelona, Valencia, Alicante, Benidorm, Malaga / Marbella, San Sebastian, Granada, Cordoba, Canary Islands, Seville, Bilbao	**Switzerland** Geneva, Luzern, Zurich, Interlaken, Zermatt, Lugano	**Thailand** Bangkok, Phuket	**Tunisia** Tunis
Turkey Istanbul, Antalya, Trabzon, Bursa, Izmir, Bodrum, Antakya (Hatay)	**United Arab Emirates** Dubai, Abu Dhabi	**United Kingdom** London, Edinburgh, Manchester, Birmingham	**United States** Miami, New York, Los Angeles, Washington