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LEARNING WORKSHOP	DATE	TIME:EST	COST	LEARNING WORKSHOP	DATE	TIME:EST	COST
1. Taking and Writing Effective Minutes®	JUNE 16	9:30am to 4:30pm	US\$650 TT\$4,200 J\$87,500	11. General Corporate Compliance: Local and Intl. Requirements & Application®	JULY 29-31	5:00pm to 8:00pm	US\$750
2. Accredited Minute Taking Professional (AMTP) Designation®	JUNE 16 JUNE 17	9:30am to 4:30pm 5:00pm to 8:00pm	US\$995	12. Finance for Non-Financial Professionals & Committee Members®	AUGUST 14-15	9:30am to 4:30pm	US\$900
3. Professionally Accredited Corporate Secretary (PACS) Designation®	JUNE 16 JUNE 17-18	9:30am to 4:30pm 5:00pm to 8:00pm	US\$1,750	13. Accredited Audit Committee Member (PAACM) Designation®	AUGUST 20-21	9:30am to 4:30pm	US\$1200
4. Masterclass in Corporate Governance Excellence®	JUNE 19	9:30am to 4:30pm	US\$750	14. Learning & Development for Corporate Secretaries.®	SEPT. 28, 29 & 30	5:30pm to 8:30pm	US\$750
5. Business Continuity and Scenario Planning for Businesses Across Industries®	JUNE 25-26	9:30am to 4:30pm	US\$695	15. Privacy, Confidentiality & Disclosure of Information: Essentials & Policy®	OCT. 1	5:30pm to 7:30pm	US\$150
7. The Art of Effective Listening®	JUNE 29	2:00pm to 5:00pm	US\$250	16. Conflict of Interest Essentials & Policy®	OCT. 2	5:30pm to 7:30pm	US\$150
6. Strategic & Crisis Communications Management®	JUNE 30 JULY 1	5:00pm to 8:00pm	US\$695	17. Sexual Harassment & Corporate Bullying: Essentials & Policy®	OCT. 5	5:30pm to 7:30pm	US\$150
8. Applied Business and Professional Ethics®	JULY 9, 10 & 11	5:30pm to 8:30pm	US\$695	18. Professionally Accredited Enterprise Risk Management Committee Member®	OCT. 16-17	9:30am to 4:30pm	US\$1200
9. Enterprise Risk Management Essentials for Early Adaptors®	JULY 15	9:30am to 4:30pm	US\$695	19. Professionally Accredited HRD & Compensation Committee Member®	OCT. 22-23	9:30am to 4:30pm	US\$1200
10. High-Impact Strategic Planning: Balanced Scorecard Application®	JULY 24 JULY 25	9:30am to 4:30pm	US\$995	20. Governance of Subsidiary Companies®	NOV. 6	9:30am to 4:30pm	US\$595
				21. Effective Governance for Management Officers Who Serve on Board Committees®	NOV. 20	9:30am to 4:30pm	US\$595

 **Register now!**

Contact us: (868) 689-0606 | (876) 561-1056 | (876) 324-0606
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