



# The Role of the Board

## Course No 320

Participants will gain a clear and focused understanding of the key role of directors and corporate secretaries in the management and administration of the company.

Today, directors are being constantly evaluated and scrutinised by regulators and shareholders and it is therefore essential that directors appreciate the responsibility of the office, their duties, rights, obligations and the relationship with other stakeholders within the company.

Participants will also be exposed to the liability directors face in the event of a breach or non-compliance with any applicable law.

Recent judgments will also be considered. This course will also emphasise corporate governance principles, best practices and the interpretation of various provisions of the Companies Act.

## Supported by:



## Sample Topics Covered:

Introduction to the principles of the board

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Legal, regulatory and practical understanding of the office of director and corporate secretary

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The role of director in the governance model

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How to implement the company's strategy and corporate goals

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How to add value during directors' and shareholders' meetings

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Board committees Director liabilities

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Dealing with deadlock situations during board meetings

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The corporate minutes

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Role of the chairman and his/her relationship with the board

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The role of the company secretary

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Principles of corporate governance

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Preparation, attendance and follow-up of directors' and shareholders' meetings

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Liability of the company secretary as an office of the company

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Applicant Name

Applicant ID Card

Applicant Mobile Number

Applicant Email Address

Invoice is to be issued in the name of:

the Applicant  or Organisation

If Invoice is to be issued in the Entity's name, please input the details below marked with (\*)

Organisation Name(\*)

Organisation Email Address  
(where invoice will be sent) (\*)

Organisation Purchase Order No.  
(if applicable)

Address of Organisation on which the invoice is to be issued (\*)

Registration fee: **€165 per participant**

Discount (tick only if applicable)

- Full time student (50% discount)  
 Senior citizen (50% discount)  
 Group booking of 4 or more applicants  
from the same Organisation (10% discount)

I would prefer to attend the course  online  classroom

Classroom courses will only be held if we have at least 4 persons in the classroom.

The data completed above is being compiled to enable the MSE Institute to communicate with you about the course when necessary.

**Terms and conditions:** Applicants who are registered for the course are not entitled to a refund if they are unable to attend, but may assign their booking to a 3rd party subject to confirmation by the MSE Institute.

### Malta Stock Exchange Institute Ltd.

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Castille Place,  
Valletta VLT 1063,  
Malta

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## General Information

**Time:** 13.30 - 16.00hrs

**Venue:** Malta Stock Exchange  
*Subject to COVID-19 related restrictions*  
Online

**Level:** Intermediate

## Schedule

**Duration:** 7.5 hours

**Dates:** 21, 22, 23 March

## Target Audience

The public, students, compliance officers, directors, industry practitioners, lawyers and accountants are invited to attend.

## Lecturer

Dr Adrian Cutajar



Adrian is a financial service professional who acts as compliance officer and company secretary for licence holders authorised by the Malta Financial Services Authority (MFSA) as well as international groups established in Malta. Adrian holds a doctorate in laws from the University of Malta and a specialisation, at Masters Level, in financial services. Since 2003, he led and consulted on various MFSA applications, listings, corporate financing transactions and company re-organisations. Adrian is executive director at Artio, a boutique firm based in Malta providing corporate, fiduciary and compliance services to regulated entities and international companies with a presence in Malta. Before co-founding Artio in 2012, Adrian held senior positions within an established Maltese law-firm, worked in corporate services and also acted as Head of Legal and Compliance and Company Secretary at Global Capital plc. Adrian coordinated and presented training sessions covering corporate law subjects and sits on the Investment Business Sub-Committee of the IFSP (Malta).

Cheques to be made payable to: Malta Stock Exchange Institute Ltd.

## Payments by bank transfer

**Bank:** Bank of Valletta plc  
**IBAN Code:** MT04VALL22013000000040025119059  
**IBAN BIC:** VALLMTMT

Kindly insert your NAME, SURNAME, ID CARD NUMBER and COURSE NUMBER in the transaction narrative.

This application is to be accompanied by payment or proof of payment by bank transfer.