



Institut Luxembourgeois
des Administrateurs

ILA Bootcamp
Fundamentals of Luxembourg
corporate governance

19 March 2018

ILA Bootcamp

Fundamentals of Luxembourg corporate governance

Course outline

The objective of this course is to **understand the key roles, duties and liabilities of directors, as well as the Luxembourg legal framework and governance environment**

This course will explore not only the legal and regulatory aspects but will also provide participants with best practices and practical advice. The program is designed to be highly interactive, and is facilitated by Luxembourg experts.

This course is designed for directors (executive and non-executive), who want to improve their knowledge of the Luxembourg corporate governance environment. It will also be of interest to senior managers, company secretaries and other professionals interacting with boards who are looking to improve their understanding of the role of a board and its directors.

This course is available in both **English and in French versions**.

Benefits of the program

- An understanding of the key concepts of the Luxembourg environment, as well as the role of good governance in achieving effective & value-adding boards
- An overview of specific situations in Luxembourg
- An opportunity to seek practical advice from our experts'

Programme - ILA Bootcamp

8.45	<i>Registration & welcome coffee</i>
9.00	Welcome and Introductions
9.15	Corporate governance – rising awareness and driving principles <ul style="list-style-type: none"> ▪ Luxembourg & influence of the EU, Governance Codes, Independent Directors, Board Chair & Committees
10.00	Luxembourgish company law basics for Directors <ul style="list-style-type: none"> ▪ Main commercial company types, ▪ Shareholder meetings ▪ Board meetings and their functioning <p>Director duties & liabilities</p>
11.00	<i>Coffee Break</i>
11.20	Luxembourgish company law basics for Directors (...continued)
13.00	<i>Lunch</i>
13.45	Director's focus on accounting and audits <ul style="list-style-type: none"> ▪ financial statements ▪ audits ▪ filing and publication requirements
15.00	Specific situations <ul style="list-style-type: none"> ▪ SMEs, Listed companies, Financial sector, Personnel representatives, State representatives, Subsidiaries Key considerations when accepting (or keeping) a Director mandate <ul style="list-style-type: none"> ▪ key considerations, D&O insurance, taxation of directors Understanding Board dynamics to ensure maximum impact in the Boardroom <ul style="list-style-type: none"> ▪ The Board as a group: collaboration, group dynamics, company values and the importance of the tone at the top
16.00	<i>Coffee Break</i>
16.15	Exchange of experiences with Ruth Bultmann, Independent Director
17.00	Questions & Discussion of key trends and challenges
17.15	Closing of the day

Practical Information

DATE AND TIME

Monday 19 March 2018
8.45am to 5.15pm

VENUE

Chambre de Commerce
7, rue Alcide de Gasperi
L-2981 Luxembourg
(Parking available at your own expense)

REGISTRATION FEES

- 540.00 € for ILA members (+ VAT 3%)
 - 650.00 € for non members (+ VAT 3%).
- The fee covers tuition, handouts, coffee breaks and lunch.

ILA is authorized as a provider of continuing vocational training by the Ministry of Education (agreement dated 11 October 2011). Fees are eligible for State co-financing.

LANGUAGE

The course is conducted in English.

REGISTRATION

Registration available online via www.ila.lu. A confirmation email will be sent to the participant together with the invoice.

PAYMENT

Payment of the invoice is due upon receipt.

CANCELLATION POLICY

Any cancellation should be communicated in writing to v.vansaen@ila.lu.
In case of cancellation received less than 5 working days prior to the event, 100% fee remains due.
Substitution of one participant by another is possible. It should be done in writing at least 2 working days prior to the event.

CERTIFICATE OF PARTICIPATION

A certificate of participation will be provided to participants who have fully attended the course.

CPD INFORMATION

CPD Program for ILA Certified Directors accredited: 7 hours

CONFIDENTIALITY AGREEMENT

All ILA courses are conducted under the Chatham House Rules (confidentiality of discussions). Trainers & participants must respect the confidential nature of discussions that take place during the sessions.

ILA reserves the rights to use photographs that may be taken during the event for its communication, and to publish them on its website/social networks and/or promotional material.