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Course Name

Corporate Authority & Delegation of Powers

Sector Name

Legal and Corporate Law

Document Type

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Corporate Authority & Delegation of Powers

Course Introduction

Organizations depend on individuals at different levels to approve transactions, sign documents, authorize expenditure, represent the company, and make operational commitments. Problems arise when authority is unclear, delegated informally, exercised beyond approved limits, or interpreted differently across departments. A decision may make commercial sense while still creating legal and governance concerns if the person making it does not have the appropriate authority to bind the company.

Boost Consulting & Training offers this course to develop a practical approach to designing, interpreting, and applying corporate authority and delegation arrangements. The program examines sources of authority, approval and signing powers, delegation limits, financial and non-financial authorities, temporary and sub-delegation, authority conflicts, exceptions, and the controls required to keep decision making efficient without weakening accountability.

The main concept of this course is to create a clear chain of corporate authority so that the right decisions are made and approved by the right people, within defined powers and with appropriate accountability.

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Corporate Authority & Delegation of Powers

Target Audience

- ✓ Corporate lawyers and legal counsel
- ✓ Company secretarial and corporate governance professionals
- ✓ Executives and managers holding delegated authority
- ✓ Corporate affairs and internal control professionals

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Learning Objectives

- ✓ Identify the different sources of authority within a corporate structure.
- ✓ Distinguish decision authority, approval authority, signing authority, and representation powers.
- ✓ Interpret delegation arrangements and authority limits accurately.
- ✓ Design authority levels that reflect organizational roles and decision significance.
- ✓ Recognize situations involving exceeded, conflicting, or unclear authority.
- ✓ Apply appropriate controls to temporary, conditional, and sub-delegated powers.
- ✓ Evaluate authority requirements before significant corporate commitments are made.
- ✓ Strengthen delegation arrangements while maintaining efficient business decision making.

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Course Outline

✓ DAY 01

Mapping Corporate Authority

Identifying Sources of Corporate Power

- ✓ Examine how authority originates within the company and moves through its governance structure.
- ✓ Distinguish powers belonging to shareholders, the board, executives, and authorized representatives.
- ✓ Identify how corporate documents, resolutions, policies, and appointments establish authority.

Separating Different Types of Authority

- ✓ Distinguish authority to decide, approve, sign, spend, and represent the company.
- ✓ Recognize why holding one form of authority does not automatically grant another.
- ✓ Build a Corporate Authority Map showing how different powers operate across a practical organization.

Corporate Authority & Delegation of Powers

Course Outline

✓ DAY 02

Designing Effective Delegation

Building Delegation Levels

- ✓ Match authority levels to roles, responsibilities, decision significance, and organizational needs.
- ✓ Establish appropriate thresholds for financial and non-financial decisions.
- ✓ Balance operational speed with sufficient control over significant commitments.

Setting Delegation Boundaries

- ✓ Define limitations, conditions, exclusions, and matters that cannot be delegated.
- ✓ Address temporary delegation, acting authority, and sub-delegation.
- ✓ Complete a Delegation Design Exercise for a multi-level corporate structure.

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Course Outline

✓ DAY 03

Applying Authority to Corporate Decisions

Testing Approval Requirements

- ✓ Determine the authority required for contracts, expenditure, appointments, transactions, and other commitments.
- ✓ Identify situations requiring multiple or sequential approvals.
- ✓ Verify that the proposed decision remains within the authorized person's limits.

Controlling Signing and Representation Powers

- ✓ Examine who may execute documents and legally represent the company.
- ✓ Identify the difference between internal approval and external signing authority.
- ✓ Conduct an Authority Verification Challenge involving a series of proposed corporate commitments.

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Course Outline

✓ DAY 04

Handling Authority Gaps and Exceptions

Responding to Authority Problems

- ✓ Identify decisions made outside approved authority or without required authorization.
- ✓ Examine conflicting delegations and unclear responsibility between organizational levels.
- ✓ Determine appropriate escalation when authority cannot be confidently established.

Managing Exceptional Decisions

- ✓ Address urgent decisions where normal approval routes may not be practical.
- ✓ Apply controlled exceptions without creating permanent informal authority.
- ✓ Work through an Authority Exception Simulation involving urgent business decisions and incomplete approval pathways.

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Course Outline

✓ DAY 05

Strengthening the Delegation System

Reviewing Authority Effectiveness

- ✓ Identify outdated limits, duplicated approvals, bottlenecks, and uncontrolled authority gaps.
- ✓ Assess whether delegations remain aligned with current organizational structures and responsibilities.
- ✓ Determine when authority arrangements require amendment or formal renewal.

Building a Reliable Authority Framework

- ✓ Establish clear ownership for maintaining and communicating delegation arrangements.
- ✓ Create practical checks that allow employees to verify authority before commitments are made.
- ✓ Produce a Corporate Delegation of Powers Framework connecting decision rights, approval limits, signing powers, exceptions, and accountability.

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Dec. 21, 2026	Dec. 25, 2026	5 days	4250.00 \$	UAE , Abu Dhabi
Jan. 4, 2027	Jan. 8, 2027	5 days	4250.00 \$	UAE , Abu Dhabi
May 31, 2027	June 4, 2027	5 days	4950.00 \$	England , London
July 18, 2027	July 22, 2027	5 days	4250.00 \$	Bahrain , Manama

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