

SID Fundamentals Series

Board and Director Fundamentals

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| Organised by: | Singapore Institute of Directors |
| Date: | Thursday, 24 August 2017 |
| Time: | 9.00 am to 5.30 pm (Registration starts at 8.30am) |
| Venue: | Marina Mandarin Singapore |
| SID Member: | S\$550.00 (Inclusive of GST) |
| Non-SID Member: | S\$690.00 (Inclusive of GST) |
| CPD Hours: | 8 hours |

Programme Outline

Board and Director Fundamentals is an ideal introduction to being a Director in Singapore.

Whether you work in private companies or are new to listed entities, this 1 day training course provides key information on the regulatory environment in Singapore and a broad understanding of the main statutory and fiduciary duties and responsibilities of Directors. It delves into the fundamental knowledge required to function as a Director and includes an overview of the corporate governance landscape in Singapore. It highlights some of the critical elements of disclosure including financial statements to monitor the performance of a company and other aspects of the board and director's responsibility such as strategy, culture and people.

The course will cover the following areas:

1. Key factors in the regulatory environment
2. Legislation affecting any company in Singapore
3. Director duties and responsibilities
4. Financial responsibilities of being a Director
5. An effective board

Programme:

- 8.30 am: Registration (Coffee/Tea)
- 9.00 am: Directorship and the Regulatory Environment
- 10.00 am: Break
- 10.30 am: Director's Role, Responsibility and Liability
- 12.00 pm: Lunch
- 1.00 pm: Accounting and Auditing
- 3.00 pm: Break
- 3.30 pm: An Effective Board
- 5.00 pm: Q & A
- 5.30 pm: Programme ends

About the Speakers

Yap Siew Ling

Siew Ling is the Director of Capital Markets at Drew & Napier. She was admitted to the Malaysian Bar in 2001 and to the Singapore Bar in 2009. She has experience in advising and drafting commercial contracts for businesses and provides legal advice to individuals, corporations, small and medium enterprises. She regularly advises clients on matters relating to mergers and acquisitions, joint venture agreements, shareholder agreements, loan agreements, franchise agreements, tenancy agreements and other business transactions.

Determined to help owners and officers from the small and medium enterprises to gain a better understanding of the regulatory requirements and of the implications arising from contractual terms, she gives regular talks on the common legal issues which they would encounter in running their businesses.

Siew Ling has also handled various corporate transactions for listed clients, including initial public offerings, fund raising exercises and delisting exercises. In addition, she received honorable mention in The Legal 500 Asia Pacific 2016 for capital markets.

Henry SK Tan

Henry Tan is the Managing Director at Nexia TS Public Accounting Corporation and Chairman of Nexia China serving clients in the areas of mergers and acquisition, accounting and taxation advisory in Singapore and the region. He assists companies in Initial Public Offering, Mergers and Acquisition, business plans and fund raising. He is also on the board of these listed companies - Raffles Education Corporation Limited, Chosen Holdings Limited, YHI International Limited, China New Town Development Co. Ltd and Ascendas Funds Management (S) Limited.

He was from ACS & ACJC and awarded first class honours in Accountancy from National University of Singapore in 1988 and is a Fellow of Institute of Singapore Chartered Accountants and The Institute of Chartered Accountants in Australia and member of Mensa. Henry is a member of the Singapore Institute of Accredited Tax Professionals (SIATP), Institute of Internal Auditors and Singapore Institute of Directors, a Fellow of the Institute of Insolvency Practitioners of Singapore (FIPAS) and an Approved Liquidator registered with the Accounting & Corporate Regulatory Authority (ACRA), Member of Nanyang Business School (NBS) Dean's Alumni Advisory Board. Henry has attended the Advance Executive Management Development Program at Beijing Tsinghua University.

Chin Chee Choon

Chin Chee Choon is a Director of Nexia TS and have years of collective experience in Risk Advisory, Internal Audit, External Audit and Sarbanes-Oxley areas with two Big Four Accounting Firms and two US Multinational Corporations (MNC) prior to joining Nexia TS. Chee Choon is also a Board Member of Versalink Holding Ltd, a company listed on SGX.

Chee Choon is currently the engagement director for the audit of companies from various industry and sizes including companies 4 companies listed on the Singapore Stock Exchange. He was also involved in IPO projects where the firm functions as reporting accountants.

Chee Choon also heads our Corporate Governance, Risk Advisory and Internal Audit services and has been involved in the internal audit reviews of companies listed on the Singapore Stock Exchange, Government Agencies and also non-profit organisation. Other than internal audit, he was also involved in special projects such as Enterprise Risk Management, pre-IPO internal control reviews, fraud investigation and review of internal control manuals.

Chee Choon graduated from University of South Australia with a Bachelor of Accountancy and is a Fellow Member of CPA Australia. He is also a Member of Institute of Singapore Chartered Accountants and Certified Internal Auditor.

Dr Wilson Chew

Dr Chew is a Partner at PwC Singapore. He specializes in Strategy in the Entrepreneurial & Private Clients practice in the firm.

In 2012, Dr Chew was appointed to the board of Swee Hong Limited, an infrastructure and civil engineering company listed on the Singapore Exchange. He also serves on the board of the National Arthritis Foundation, a charity with the Ministry of Health.

In 2008, Dr Chew was awarded the Asia Brand Leadership Award for his outstanding contribution to the applied knowledge of brand strategy in management science. He has authored three books: Transforming Your Business into A Brand: The 10 Rules of Branding, Killer Differentiators: 13 Strategies to Grow Your Brand, and B2B: 10 Rules to Transform Your Business into A Brand.

Dr Chew holds a Doctorate in Business Administration from the University of South Australia, an MBA from the University of Strathclyde Graduate Business School (which he currently serves as a visiting lecturer), an Executive Diploma In Directorship from SMU/SID and successfully completed the Corporate Board Leadership program at Harvard Business School. He lectures at SMU's University Lien Centre for Social Innovation and served as one of the university's advisors in the Wharton-SMU-IBM Business & Industry Insight Program.

Registration

Please register online at www.sid.org.sg by **17 August 2017**.
Should you require assistance, contact us at:

The Secretariat
Tel: +65 6422 1188
Fax: +65 6422 1199

TERMS AND CONDITIONS FOR SID COURSES/EVENTS

SID's courses and events are subject to terms and conditions as set out below. The Institute reserves the right to changes these terms and conditions without notice.

COURSE/EVENT REGISTRATION

A participant is successfully enrolled for the course/event once an invoice is generated.

NO CANCELLATION

There will be strictly no cancellation once the participant is successfully enrolled for the course/event.

NO-SHOW

There will be strictly no refund of fees for no-show.

REQUEST FOR REPLACEMENT OR DEFERMENT

Where a participant cannot attend a course, he/she may request to send a replacement or defer the course subject to the following conditions:

1. Replacement of a participant is subject to at least 5 working days prior notice in writing. In the case whereby a SID member participant is replaced by a non-member, a top-up fee will be levied. No refund will be made if a non-member participant is replaced by a member.
2. Deferment of a course to the next scheduled date (for same course) is subject to at least 10 working days prior notice in writing. Deferment is only allowed for half day and full day courses run by SID. An administration fee for each deferment of S\$50 (for half day course) and S\$100 (for full day course) shall apply.

CANCELLATION OF COURSE/EVENT BY SID

SID will exercise all possible care to run the confirmed courses. However, in the event of unforeseen circumstances or low enrolment, SID reserves the right to cancel or defer the course/event, and/or to change venue, speaker, course date and fees. SID will make all reasonable efforts to notify participants of changes, should they happen.

If SID cancels a course, a full refund will be made to the participants.

CPD HOURS

CPD hours/attendance letter is subject to the participant arriving no later than 30 minutes after the programme starts or leaving no more than 30 minutes before the programme ends, and submitting the module Assessment Form only at the end of the event.

CAR PARK COUPONS

Complimentary car park coupons, where available, are given on a first-come-first-served basis.

PAYMENT POLICY AND OPTIONS

Course/Event fees are due upon registration, and payment should reach SID at least 7 working days before the course date. SID reserves the right to refuse admission if payment is not received in full before a course/event.

1. Online Payment
Log in to your account at www.sid.org.sg
Select invoice to pay at "My Open Invoices".
2. Cheque Payment
Payable to: Singapore Institute of Directors (please quote invoice number behind the cheque)
Mail to: 168 Robinson Road, #09-06, Capital Tower, Singapore 068912
Attention to: Finance Department
3. Telegraphic Transfer
Bank Name: DBS Bank Limited
Branch: Raffles Place Branch
Bank Code: 7171
Beneficiary Name: Singapore Institute of Directors Account Number: 048-016620-2
Swift Code: dbsssgsg
Reference: Please quote invoice number
(Note: All bank charges are to be borne by the applicant)