COURSE BROCHURE

Legal Risk Management

A practical course on identifying, assessing and treating the legal risks built into everyday operations, from contracts and signing authority to litigation and regulatory change.

Code	HT-LGL-108
Category	Contracts & Legal Affairs
Duration	1 week
Level	Intermediate

Introduction

Most legal risk arises outside the legal department, in a contract signed on an old template, an authority limit exceeded or a document destroyed before a dispute, so fixing problems afterward is not enough.

Objectives

- Classify the legal risks the organization faces and where they arise in operations
- Assess legal risks and record them in a dedicated register linked to processes
- Design contractual and procedural controls that reduce recurring risks
- Manage the portfolio of current and potential litigation and coordinate provisions with finance
- Prepare a periodic legal risk report for senior management

Who should attend

- In-house legal advisers and heads of legal departments
- Risk specialists covering legal matters in the risk register
- Board secretaries and corporate affairs officers
- Contract and procurement managers in large organizations

Skills you will develop

- Legal risk identification
- Legal risk register building
- Legal control design
- Legal reporting to management

Learning Outcomes

- Map the legal risks in one operational process from end to end
- Build a legal risk register of ten assessed risks with owners and treatment plans
- Design a trigger matrix showing when a contract or decision must go to the legal department
- Prepare a legal hold procedure for when a dispute is anticipated

Course Outline

Day 1: Understanding Legal Risk

- Defining legal risk and how it relates to compliance and operational risk

- Main categories: contracts, legislation, disputes, intellectual property and corporate affairs
- Where legal risk arises in daily operations

Day 2: Identification and Assessment

- Mapping legal risk by process and department
- Likelihood and impact criteria adapted to the legal nature of the risk
- The legal risk register and assigning an owner to each risk

Day 3: Contractual and Organizational Controls

- Approved contract templates and the rules for departing from them
- The signing authority matrix, powers of attorney and tracking their validity
- The contract repository and tracking critical dates

Day 4: Disputes and Regulatory Change

- Managing the litigation portfolio and estimating outcomes and costs
- Preserving documents and placing a legal hold when a dispute is expected
- Tracking legislative change and assessing its effect on operations

Day 5: Reporting and Legal Awareness

- Legal risk reports for senior management and the board
- Raising legal awareness in non-legal departments
- Applied project: a legal risk file for a chosen department with its register, controls and treatment plan

Training methodology

Workshops mapping real processes from participants' organizations and marking risk points
Analysis of fictional cases where losses came from internal legal gaps
A group legal risk register whose ratings the teams debate
Presenting a risk report to a simulated management committee

Certification

Participants receive a Harbor Training Center certificate of attendance on completing the course.

Upcoming dates

City	Dates	Language	Fee
Online	11 – 15 January 2027	AR	EUR 1,800
Istanbul	14 – 18 June 2027	EN	EUR 4,800
Dubai	21 – 25 June 2027	AR	EUR 4,500
London	28 June 2027 – 2 July 2027	EN	EUR 5,700
Amsterdam	5 – 9 July 2027	AR	EUR 5,500
Online	12 – 16 July 2027	EN	EUR 1,800

Fees are per participant.

Contact us

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To register and for details, scan the code or visit:

https://harbor4training.com/en/courses/legal-risk-management