



# Contract Training



## Contractually Managing and Supervising Construction Work

The course is designed to give a detailed briefing on essential contractual elements of contractually supervising and managing construction work. The course will give special importance to record keeping and good contractual 'housekeeping'.

The course covers practical aspects of how to ensure your company meets obligations and avoids legal and contractual pitfalls; how to obtain your company's entitlements and how to look after your company's interests.

### WHO SHOULD ATTEND THE COURSE?

The course is designed specifically to provide a broad appeal and is targeted at construction staff who work with contracts; which includes; Contracts Managers; Project Managers; Commercial Managers, Quantity Surveyors, Site Supervisors and Sales Engineers.

### HOW LONG IS THE COURSE?

The course is for 1 full day and is extensive.

**Confederation of Construction Specialists members are eligible to receive preferential rates.**

#### Contracts - did you know?

*In most standard forms of construction contract there is normally only a provision to include a Completion Date / Practical Completion Date but not a start date or any intermediate dates. Commencement may start by an act, e.g. a notice to commence, receipt of an instruction to start work, receipt of an order.*

*Do not start on site without the contractual right to do so!*

### CONTACT US

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## COURSE CONTENT INCLUDES:

- The Contract
- Scope of Work
- Drawings
- Variations
- Instructions
- Payment for variations
- Programme
- Delays and extensions of time
- Practical completion
- Damages for delay
- Monitoring progress
- Defects
- Retention
- Attendance & facilities
- Payment
- Suspending work
- Claims, Set-off and Contra Charges
- Meetings
  - Communicating and recording information
- Design, bonds and warranties
- Summary of dispute resolution procedures
- Insurances

*Confederation of Construction Specialists: working for equitable contracts and fair payment terms.*

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