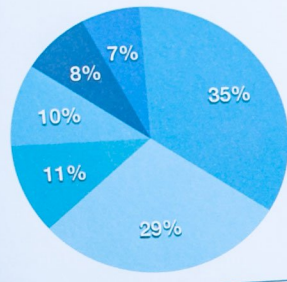


4/18	30.00	3.00	7.60
4/21	30.40	4.00	7.60
4/23	30.00	4.35	6.90
4/25	30.00	4.25	7.06

4/21/14	30m:26s
4/23/14	30m:15s
4/25/14	30m:06s

BUSINESS REPORT

DISTANCE (MILES)



PACE (TIME / MILE)



DATE	TIME	DISTANCE (MILES)	PACE (TIME / MILE)
4/1/14	20m 0s	2.00	10

Project Management for Contract Professionals

+971 4 556 7171
800 7100 (within UAE)

www.meirc.com

meirc@meirc.com



Why Attend

The overall aim of this course is to provide participants with the knowledge and skills needed to successfully manage a project executed by contractors throughout its life cycle from initial concept to delivery.

Participants in this interactive course will learn all the critical tools required to perform project plans and develop project budgets as well as techniques needed to communicate and manage contractors during the implementation phase.

Course Methodology

This course relies on the use of individual and group exercises aimed at helping participants learn all key contract management activities. The course also features the use of a number of case studies and presentations by participants followed by discussions. In addition, this course incorporates pre and post testing.

Course Objectives

By the end of the course, participants will be able to:

- Identify the major processes in project management in a related contract framework
- Outline the major activities, steps and tools needed to manage a contracting partner who is executing the project
- Devise the contracting strategy for a project and recognize the main contractual provisions that can affect it
- Develop detailed project plans to manage contracts and to deal with deviations effectively
- State different types of contracts and their impacts on the relationship with the contractors
- Describe the post award main processes including control techniques, change management, and contract administration

Target Audience

Personnel who are seeking in-depth knowledge at managing their contractual partners who are executing their projects. The course is designed to provide project management concepts and tools as well as contract provisions and conditions that will enable the collaboration with the contractors efficiently. Meirc is assigned as a Registered Educational Provider (REP) with the Project Management Institute (PMI®). This program is worth 30 Professional Development Units (PDUs).

Target Competencies

- Project management
- Contract management
- Planning and scheduling
- Project budgeting
- Project control
- Contract preparation
- Contract administration

Course Outline

- Overview
 - Definition of a project and project management
 - Project and contract relationship
 - Project life cycle
 - Project stakeholders
- Principles of contracts
 - Definition of a contract
 - Elements of a contract
 - Objectives of contract management
 - Knowing your contract
 - Scope of work
 - Terms and conditions



- Stages of contracting
- Pre-award phase
 - Developing the business case
 - Project charter
 - Project scope statement
 - Contracting plan
 - Locating contractors
 - Contractors pre-qualification
 - Developing the project plan
- Project planning
 - Work breakdown structure
 - Duration and resources estimation
 - Relationships between activities
 - Network diagrams
 - Critical path analysis
 - Developing a 'Gantt' chart
 - Milestone charts
 - Resource allocation
 - Project budgeting
 - Project and contract risk management
- Award phase
 - Evaluation plan
 - Terms and conditions
 - Fixed price contracts
 - Cost reimbursable contracts
 - Time and material contracts
- Post award phase
 - Contract administration
 - Project status reporting
 - Managing deviations
 - Tools used to manage projects and contracts
 - Variation orders
 - Handling claims
 - Dealing with disputes
 - Breach of contract



Associations

Project Management Institute (PMI)® : Meirc is designated as a Registered Educational Provider (R.E.P.) with the Project Management Institute (PMI)®. As a result, Meirc is authorized to issue Category Three Professional Development Units (PDU) that can be used for the authorization to take the Project Management Professional (PMP)® certification exam and for maintaining the PMP credentials.



Chartered Institute of Logistics and Transport (CILT) : Meirc is an Approved Training Provider (ATP) in the region for the Chartered Institute of Logistics and Transport (CILT). Established in 1919, CILT is the world's leading supply chain, logistics and transport professional body with over 33,000 members across the globe. CILT seeks to add value to individual and corporate members by enhancing their knowledge, careers, and businesses by setting, supporting and delivering professional standards and education in the fields of logistics, transport and supply chain. By attending Meirc's CILT accredited courses, participants can earn CPD units as well as attain modular unit award courses that can be combined for international certification



Location & Date

1 - 5 Sep, 2019

English

Dubai

Raffles Dubai

Fees: US\$ (including coffee breaks and a buffet lunch daily)

Per participant - 2019

US\$ 4800

Fees + VAT as applicable

UAE Tax Registration Number 100239834300003

Meirc is assigned as a Registered Educational Provider (R.E.P.) with the Project Management Institute (PMI®).

This course is worth 30 PDUs.



Courses in Contracts Management

Dates	Course Name	Language	Location	Fees
25 - 29 Aug, 2019	Certified Contract Manager	English	Munich	US\$ 5100
8 - 12 Sep, 2019	Managing Change Orders and Contractual Claims	English	Dubai	US\$ 4800
22 - 26 Sep, 2019	Contract Administration: Understanding and Implementing Contractual Obligations	English	Dubai	US\$ 4800
13 - 17 Oct, 2019	Essential Skills for Contract Professionals	English	Dubai	US\$ 4800
20 - 24 Oct, 2019	Certified Contract Manager	English	Dubai	US\$ 5100
3 - 7 Nov, 2019	Tendering: Contract Preparation and Bid Evaluation	English	Dubai	US\$ 4800
17 - 21 Nov, 2019	Contract Administration: Understanding and Implementing Contractual Obligations	Arabic	Dubai	US\$ 4800
8 - 12 Dec, 2019	Drafting Contracts and Writing Scope of Work	English	Dubai	US\$ 4800
15 - 19 Dec, 2019	Managing Change Orders and Contractual Claims	English	Dubai	US\$ 4800
22 - 26 Dec, 2019	Certified Contract Manager	English	Dubai	US\$ 5100



Meirc Timeline

