

FIDIC for PRACTITIONERS

TRAINING COURSES

Entitled

“Module 4: Contract Management & Administration”

2nd September - 3rd September 2022

**RADISSON COLLECTION ROYAL HOTEL
Hammerichsgade 1
1611 Copenhagen**

Tutors:

Siobhan Fahey,

BA BAI (Hons) CEng Dipl. Arb FCI Arb MIEI MICE RCons EI
Accredited Mediator (CI Arb)

Dr. Götz-Sebastian Hök,

Lawyer, Arbitrator, Adjudicator

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Visit web sites

www.fidic.org/seminars

www.fidic-for-practitioners.com

“Project and Contract Management under 1999/2017 FIDIC Conditions of Contract (Construction/Design-Build)”

OVERVIEW

The training course is designed to provide practical guidance to those who are involved in managing or administration of projects where use of FIDIC forms of contracts is required. The course covers management disciplines and procedures in the Pre-Contract phase of the project including the FIDIC Client Consultant Service Agreement and selection of the appropriate FIDIC form of contract. The course also covers the post Contract award phase including all contract management disciplines and claim management issues.

It is suitable for all the Parties involved with a new FIDIC Contract – the Employer, the Project Manager, the Contractor, the Engineer, and the DAB Members. By having a good understanding of the FIDIC risk allocation policy and the resulting responsibilities and rights of the Parties under a 1999/2017 FIDIC Contracts, a more efficient management of the project may be achieved. The tutors of the course are a very experienced German engineer, experienced Irish engineer and a German lawyer, who have had extensive worldwide involvement with management of projects and related dispute resolution.

SEMINAR TUTORS:

The tutors are provided by Nestor Bildungsinstitut GmbH in collaboration with FIDIC. Nestor specializes in training and management in particular in the consultancy to international construction and infrastructure industries. The Nestor tutors have provided over 100 training courses worldwide in the last 2 years on the use of FIDIC documents. All of the Nestor trainers have been involved in the FIDIC updates, 2nd Edition 2017.

Tutors: Dipl.-Ing., Dipl.-Wirt-Ing. Axel-Volkmar Jaeger (past Chairman FIDIC Contracts Committee and past member of the FIDIC Executive Committee), Dr. Götz-Sebastian Hök (Lawyer, Arbitrator and FIDIC listed Adjudicator) and Siobhan Fahey (Contracts Committee Member, Task Group Chair) and Dipl.-Ing. Robert Werth.

COURSE MATERIALS

All delegates will be provided the following materials, in English:

- FIDIC Conditions of Contract for Construction, 1st Edition 1999
- FIDIC Conditions of Contract for Plant and Design-Build, 2nd Edition 2017
- Course notes, especially written for using “Construction Contracts”
- Set of PowerPoint slides used during the seminar - to be used as a work book
- Work exercises

WHO SHOULD ATTEND?

The seminar provides the essential knowledge for professionals from Government Ministries, Departments and Agencies, Private Sector Employers, Consulting Engineers, Contractors, Sub-Contractors, Quantity Surveyors, Architects, Legal Advisers and all involved with the new generation of International Projects. It is particularly important where FIDIC management procedures shall be implemented.

PROGRAMME

Contract Management & Administration

<p><u>Day 1: 9. a.m. – 5.00 p.m.</u></p> <p><u>8.30-9.00 Registration, Coffee/ Tea</u></p> <p><u>Session 1</u> <i>Introduction</i></p> <p><u>Session 2</u> <i>Understanding FIDIC</i></p> <ul style="list-style-type: none">▪ Civil Law▪ Common Law▪ Golden Principles <p><u>Session 3</u> <i>Start UP</i></p> <ul style="list-style-type: none">▪ Inception Meeting▪ First Steps <p><u>Session 4</u> <i>Rights, Obligations & Responsibilities</i></p> <ul style="list-style-type: none">▪ Clause 2-10 <p><u>12.00 – 1.00 Lunch</u></p> <p><u>Session 5</u> <i>Recommended Contract Administration Procedures</i></p> <ul style="list-style-type: none">▪ Certification▪ Instruction▪ Determinations▪ Variations <p><u>Session 6</u></p> <p><i>a) Programme of Works & Time Assessment</i></p> <ul style="list-style-type: none">▪ Comments▪ Approvals▪ Rejections▪ Updates <p><i>b) Managing Change</i></p> <ul style="list-style-type: none">▪ Variations▪ Physical Conditions <p><i>c) Completion – Tests on Completion</i></p> <ul style="list-style-type: none">▪ TOC▪ DNP▪ Outstanding Works & Defects <p><i>d) Cost Escalation</i></p> <ul style="list-style-type: none">▪ Clause▪ Procedures	<p><u>Day 2: 9.00 a.m. – 5.00 p.m.</u></p> <p><u>8.30-9.00 Coffee/ Tea</u></p> <p><u>Session 7</u> <i>Workmanship – Inspection – Testing</i></p> <ul style="list-style-type: none">▪ Searching for defects▪ Retesting▪ Costs <p><u>Session 8</u> <i>Measurement</i></p> <ul style="list-style-type: none">▪ Standard Method of Measurement (SSM) <p><u>Session 9</u> <i>Suspension</i></p> <ul style="list-style-type: none">▪ Reasons▪ Procedures▪ Effects <p><u>12.00 – 1.00 Lunch</u></p> <p><u>Session 10</u> <i>Parties' Default</i></p> <ul style="list-style-type: none">▪ Termination of Contract <p><u>Session 11</u></p> <p><i>a) Securities</i></p> <ul style="list-style-type: none">▪ Bond▪ On Demand Guarantee <p><i>b) Claims</i></p> <ul style="list-style-type: none">▪ Contractor's & Employer's Claims <p><i>c) Management of DABs/DAABs</i></p> <ul style="list-style-type: none">▪ Appointment & Payment
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**Throughout the seminar there will be opportunities for questions
(Seminar Fees include: Lunch, refreshment and course materials)**

Please complete the attached registration form.

REGISTRATION FORM

Two day training course entitled:

“ Contract Management & Administration ”

- 2nd September & 3rd September 2022**
Radisson Collection Royal Hotel,
Hammerichsgade 1, 1611 Copenhagen
<https://www.radissonhotels.com/en-us/hotels/radisson-collection-copenhagen>

Please complete in BLOCK/ CAPITALS ONLY
Participant & Company details:

First Name.....
Family Name.....
Job Title.....
Organization Name.....
Organization Address.....
.....
Telephone:.....EXT.....
Organization Email:

I confirm payment of € 1,500* per delegate

For 2 or more delegates from the same organization - € 1,300* per delegate.

*plus VAT if any

EU resident: yes: no:

if yes: VAT ID number

Our services are subject to Value-added-Tax-regulations in Germany and the EU. According to legal requirements the following regulations apply:

- a) Entrepreneurs/ Companies headquartered within the EU (VAT-ID is strictly required!)¹⁾ will get an ‘reverse-charge’ invoice.
- b) Entrepreneurs/ Companies headquartered outside the EU¹⁾ will get an invoice without VAT
- c) Entrepreneurs/ Companies headquartered in Germany will be invoiced plus 19 % VAT
- d) All other participants will be charged the local VAT (VAT of the venue).

¹⁾ If the entrepreneurial capacity is not proven in case of b), no VAT-ID is stated or the VAT ID is not valid in case of a), the local VAT of the venue (see d)) has to be invoiced and paid additionally!

With your signature you accept these regulations as mandatory.

Payments by:

Certified Cheque or Bank Transfer payable to:

Nestor Bildungsinstitut GmbH
Alt Blankenburg 1a
D - 13129 Berlin
Berliner Volksbank eG
Account No. 8301874015
BIC (Swift Address): BEVODEBB
IBAN: DE61 1009 0000 8301 8740 15

Wire Transfers/ Deposits attract bank charges which are for your account.

Note: You will be invoiced for these charges should they be charged to Nestor’s account.

Terms and Conditions

PAYMENT RECEIPTS:

All registered delegates will receive an acknowledgement of registration, together with confirmation of payment 5 days before the course.

CANCELLATIONS:

Cancellations by delegates must be made in writing and received 3 weeks before the seminar. It is regretted that no refunds will be made or invoices cancelled after this date and the full registration fee will be payable. Substitutions may be made at any time.

NOTE: Should registration be conducted outside of cancellation period, registrant will be subject to established cancellation policy.

CANCELLATION BY THE ORGANIZERS:

We reserve the right to cancel the event if it is under subscribed or for any reason. In the event of cancellation we will endeavor to give delegates two weeks notice and the fee will be refunded in full.

AUTHORIZATION

I have read and accept the above Terms and Conditions

Name:

Job Title:.....

Signature:.....

- ✓ Please note that the registration process is only **complete** when acknowledgement of receipt of registration form and proof of payment is received from the Nestor via fax, email at least five days before the course.
- ✓ Questions or queries should be directed to
Tel: +49 (0)30 3000760-0
- ✓ Fax: +49 (0)30 51303819 or
Email: info@fidic-for-practitioners.com
- ✓ **All Registration forms to be submitted on or before: 17th August 2022.**