

€ TRAINING

Advanced Competency in Contracting and
Contracts Management





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Introduction:

This training program provides participants with advanced skills and knowledge necessary for proficient contract management. It empowers them to achieve high levels of competency in handling complex contractual issues and mitigating risks.

Program Objectives:

At the end of this program, participants will be able to:

- Understand advanced principles of contracting and contract management.
- Develop high-level skills for drafting and negotiating contracts.
- Manage contracts effectively throughout their lifecycle.
- Apply advanced risk management strategies in contract management.
- Ensure compliance and optimize contract performance.

Targeted Audience:

- Contract Managers.
- Legal Professionals.
- Project Managers.
- Procurement Specialists.
- Business Executives involved in contract management.

Program Outline:

Unit 1:

Advanced Principles of Contracting:

- Overview of advanced contracting principles.
- Key elements of complex contracts.
- Legal frameworks and regulations governing contracts.

- Best practices for structuring contracts.
- Case studies illustrating advanced contracting principles.

Unit 2:

Drafting and Negotiating Contracts:

- Techniques for drafting clear and precise contract clauses.
- Strategies for effective contract negotiation.
- Addressing common contractual issues and pitfalls.
- Incorporating compliance and regulatory requirements.
- Case studies on successful contract drafting and negotiation.

Unit 3:

Effective Contract Management:

- Best practices for contract administration.
- Monitoring and tracking contract performance.
- Managing contract amendments and changes.
- Documentation and record-keeping requirements.
- Case studies on effective contract management.

Unit 4:

Risk Management in Contracts:

- Identifying and assessing risks in contract management.
- Developing risk mitigation strategies.
- Techniques for handling contractual breaches and disputes.
- Crisis management and response planning.
- Case studies on risk management in contracts.

Unit 5:



Ensuring Compliance and Optimizing Performance:

- Implementing compliance programs and internal controls.
- Monitoring and enforcing contractual obligations.
- Addressing legal challenges and uncertainties in contract management.
- Best practices for optimizing contract performance.
- Emerging trends and developments in contract management.