



College of Contract Management
United Kingdom

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Postgraduate Professional Diploma in **FIDIC Contracts**



Syllabus

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1. Course Structure and Rules of Combination

1.1 Rationale

This Postgraduate Professional Diploma in FIDIC Contracts is designed for professionals who are interested in developing their knowledge and skills to an expert level or are currently progressing into a FIDIC related commercial management or relevant role. This qualification develops the learner's knowledge, skills, and competencies to design and develop projects, liaise with stakeholders, and oversee large or complex construction projects safely and efficiently.

Expert lecturers, with decades of experience, deliver informative theoretical knowledge and provide practical learning examples based on their extensive professional experience. This course has been designed to deliver education that not only furthers your understanding but demonstrates how this knowledge can be applied in practice. Learners will gain an understanding of realistic challenges the industry professionals face and will become equipped with the right skills to navigate and overcome them.

1.2 Career Progression

This course provides the underpinning knowledge and skills for the primary forms of FIDIC contracts. It also enables students, through study, to develop their career with expert level knowledge. Following completion of the Postgraduate Professional Diploma in FIDIC Contracts learners will help lead projects towards success, becoming a valuable asset to employers.

Our programme is designed to address the financial impacts that arise when managers lack expertise in FIDIC contracts. These impacts include misinterpretation of terms, failure to mitigate risks, increased dispute resolution costs, inefficiencies in contract administration, missed opportunities, and negotiation weaknesses. Our training sessions are taught by industry experts who provide practical insights through real-world examples and case studies relevant to your projects.

1.3 Course Rules of Combination

The course can be completed in 5 months (approximately 20 weeks), and includes an assessment at the end of each module. Each module is worth 10 credits.

- FiC810: Professional Practice in FIDIC Part 1
- FiC820: Professional Practice in FIDIC Part 2

To achieve the Postgraduate Professional Diploma, candidates are required to complete all modules and pass their respective final assessments

1.4 Entry Requirements

- Minimum 18 years of age **and**
- You should be in a profession such as Contract and Project Management, Engineering Consultancy, Construction Management or another relevant profession.

1.5 Module and Assessment Grades

The Assessor will award a grade for the achievement of each module (Fail, Pass, Merit or Distinction). Grades apply to overall performance in modules and assessments.

Indicative marking descriptors for differentiating between levels of achievement when marking assessments are provided below (Section 1.8).

The overall grade for a qualification is calculated using a points system. Each module grade attracts points as follows:

Fail	0 points
Pass	1 point
Merit	2 points
Distinction	3 points

1.6 Assessment

The assessment process is set by the College of Contract Management, defining the requirements learners are expected to meet to demonstrate that a learning outcome has been achieved. All learning outcomes must be achieved in order to gain credit for that module. A complete assessment should be carried out throughout the course.

All modules are assessed by internally set assessments which are approved by the partner universities or institutions/associations.

The assessment criteria is based on 3 areas:

- 1. Task Achievement** - This is a measure of how well the candidate answers the task question(s) and identifies the important aspects of the task.
- 2. Technical Content** - This is a measure of how well the candidate identifies, describes and evaluates the technical aspects of the task.
- 3. Presentation** - This is a measure of how well the candidate presents the assessment, which includes the quality of the structure and paragraphing, the quality and relevance of visual or graphical content and the referencing used for quoted sources.

1.7 Assessment Policies

1. All submission of assessments must include:
 - a. a copy of the full brief given by the Examinations Officer or Course Administrator;
 - b. all source material must be cited in the text and a full bibliography of source material (including author, title, publisher, edition and page) listed at the end of the submission.
2. All submissions must be submitted into our system as instructed by the Examination Officer or Course Administrator.
3. All submissions under the student's name must only be the work of that student. All information sources must be acknowledged. There is the **possibility of failing the modules if the content of the assessment are deemed be plagiarised** as set out in the rules and regulations of the College.
4. All submissions should be in pdf format (unless software files are specified) and students must keep a copy of all submitted work for reference purposes. Receipt will be acknowledged by the College once the work is submitted via our online exam portal.
5. Whenever a candidate submits work after the approved deadline without an authorised extension, a maximum "Pass" grade will be awarded.
6. The Assessor will comment on the quality of the work for learning purposes.
7. Application for an extension must be requested prior to the submission deadline. Submissions must be made on the exam portal for each module extension request. A primary extension (two weeks) request can be made without the submission of any evidence or reasoning, any further extension requests will require submission of supporting documentation. All requests must be addressed to the Examination Officer or Course Administrator.

1.8 Indicative Marking Descriptors

Note: Please note that the bands below describe indicative characteristics only. An overall holistic approach is required when assessing a candidate's work and assigning a grade. Please read these grading bands in conjunction with the College of Contract Management Assignment Policy.

Grade	Task Achievement - The Relevance of the Response	Inclusion of Relevant Technical Knowledge in Content	Presentation/Coherence
Distinction			
70%+	The work demonstrates a comprehensive understanding of the task. All relevant information is included. The main issues are effectively identified and analysed. There is evaluation and some analysis of solutions to issues relevant to the task. The response shows control of content within the word count.	The work demonstrates a strong understanding of a wide range of technical issues relevant to the task. There is analysis of the advantages/disadvantages of possible choices, risks and potential outcomes.	The work is appropriately structured and the argument is developed coherently. There is a recognised form of source referencing which supports the points in the task. Paragraphing and titling are used effectively to assist the reader. The use of visual/graphical information is clear and effective in assisting the reader. The graphical information is relevant to the task and is accurate.
Merit			
60-69%	The work demonstrates a clear understanding of the main issues relevant to the task. The issues are explained effectively and potential solutions identified. There is some attempt to analyse the merits of the solutions to the task. The task is broadly achieved within the word count, if relevant to assignment.	The work demonstrates an understanding of the key technical issues of the task. There is clear description of relevant technical aspects with some attempt to evaluate the merits of these as appropriate to the task.	Demonstrates an awareness of presentation and an attempt to present the information with clarity and coherence. There is referencing of sources and use of paragraphing and titling to assist the reader. There is use of clear graphical information to support the assignment which has broad relevance to the task. There may be some limited inaccuracies/ omissions in these.
Pass			
40-59%	The work demonstrates an understanding of the task. The main points are identified and the task is achieved. There is no attempt to evaluate or analyse the solutions. There may be some inaccuracies, omissions and irrelevant content. There may be lack of control in relation to the word count.	The work demonstrates an understanding of the main technical issues which are identified. This may be limited to description with little evidence of evaluation. There may be some omissions and inaccuracies in the detail. There may be some irrelevant details.	There is an attempt to structure the information. There is evidence of paragraphing and titling which is not always appropriate. Some basic graphical information may be included which is of some assistance to the reader. There may be some omissions or inaccuracies. The work is generally coherent but there may be occasional lapses in coherence and structure.
Fail			
0-39%	The work shows a poor understanding of the task. Frequent inaccuracies. Failure to identify important aspects of the task. Much of the information is irrelevant to the task. There may be evidence of copy and paste from external sources. The response may be limited to lists of words with no attempt to explain the relevance/merits of these to the task. The assignment falls short of the word count.	The work demonstrates a lack of understanding of the technical aspects. There are omissions of important technical information. Errors are evident in the technical content. There is no attempt to explain the relevance of the technical content to the task.	Lacks structure and may be limited to lists of points which are not developed. Disorganised in structure causing difficulty for the reader to understand the points. The response is illegible or incoherent in places. No referencing of external sources. The graphical illustrations are of poor quality or absent. They may be irrelevant. There may be errors and a lack of clarity causing difficulty for the reader to understand.

1.9 Calculating Overall Qualification Grade

To calculate the overall qualification grade, the individual module grades should be added together and compared to the table below.

Candidates must pass both modules of the course.

Total Points for all 2 Modules	Overall Grade
6	Distinction
5	Merit
4	
3	Pass
2	
1 or fewer	Fail

Candidates must achieve at least a pass in both (2) modules to be awarded the Postgraduate Professional Diploma.

1.10 Mandatory Modules

Module Reference	Title	Credit Value	LH
FiC810	Professional Practice in FIDIC Part 1	10	100
FiC820	Professional Practice in FIDIC Part 2	10	100

FiC810: Professional Practice in FIDIC Part 1

Learning outcomes: The learner will	Assessment criteria: The learner can
1. Gain an introduction to FIDIC forms of contracts.	1.1 Identify forms of FIDIC contracts. 1.2 Navigate 2017 editions of contract. 1.3 Identify the main distinguishing features and differentiate the various FIDIC conditions forms of contract currently in use. 1.4 Manage project documentation in FIDIC contracts.
2. Be able to select appropriate FIDIC forms of contract for a specific project.	2.1 Understand applications of FIDIC contracts to date. 2.2 Determine general features of FIDIC contracts. 2.3 Interpret the most popular forms & the FIDIC approach to risk allocation. 2.4 Identify who takes the risk in all FIDIC contracts. 2.5 Assess contractor's and employer's risks and remedies. 2.6 Compare the books of design responsibility.
3. Be able to provide contractual advice and review on various clauses.	3.1 Interpret general clauses (definitions, communications, law and language, formation of contract, the tender, the parties, errors, priority of documents, testing, taking over and defects). 3.2 Review time related clauses (commencement, programmes, delays, delay damages, extension of time, suspension, termination, completion). 3.3 Provide advice on payment related clauses (measurement, valuation, variations, financial charges). 3.4 Interpret financial and procedural clauses (financial bonds and guarantees). 3.5 Complete case studies.

Recommended Reading

1. Robinson, M. (2011) *A Contractor's Guide to the FIDIC Conditions of Contract*. John Wiley & Sons
2. Baker, E., Chalmers, S., Lavers, A. and Mellors, B. (2009) *FIDIC Contracts: Law and Practice*. 5th ed. Routledge

FiC820: Professional Practice in FIDIC Part 2

Learning outcomes: The learner will	Assessment criteria: The learner can
1. Understand contract administration in FIDIC.	1.1 Manage responsibilities of the parties from award to taking over. 1.2 Assess and implement management disciplines and procedures in pre-contract phase of the project. 1.3 Record key concepts of contract procurement. 1.4 Manage contractor's and employer's contractual communication and timeline. 1.5 Determine contractual strategy and contract procurement procedures. 1.6 Record risks analysis, insurance and "force majeure". 1.7 Provide remedies for defects in quality and performance. 1.8 Complete case studies.
2. Be able to analyse and manage claims in the FIDIC forms.	2.1 Analyse contractor's claims events in the FIDIC forms. 2.2 Analyse employer's claims events in the FIDIC forms. 2.3 Perform determination procedures. 2.4 Complete case studies.
3. Be able to choose dispute resolution methods under 1999 and 2017 FIDIC contracts.	3.1 Identify all amicable settlement of disputes and dispute management procedure under 1999 & 2017 FIDIC contracts. 3.2 Provide typical situations in dispute preparation and resolution.

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