



**College of Contract Management
United Kingdom**

Certificate in

Claims Preparation and Dispute Management

Accredited by



APE



Live Online Programme

Six Sessions Over Three Weekends

Direct Entry to ACI Arb

Introduction

Preparation of an effective claim, particularly developing the strategic approach is necessary to prepare a robust and convincing claim with the aim of encouraging the recipient to recognise its cost and to support amicable negotiations. The manner in which a claim is presented can maximise the potential for recovering potential losses. Claims preparation will be phased in four categories as research, analysis, evaluation and effective writing. The training covers all main forms of contract including FIDIC, NEC, JCT in accordance to the participants' geographical locations and the uses of publications.

The training is aimed at professionals/employees who are working for employers, consultants, contractors and sub-contractors and also suitable for intermediate professionals providing a brief overview and the skills to quantify claims, determine causation, assess responsibility and determine time and financial consequences for income management and income protection.

The course is primarily intended for (but not limited to) the following types of projects in the Engineering, Procurement and Construction Sectors: Construction, Oil and Gas, Petrochemical, Infrastructure, Power Plants, Turnkey and Pipeline Projects.

The course includes sample claim documents, practical examples and case studies for acquiring skills and understanding the science behind construction claims.

The course will cover the key techniques used to assess COVID-19 claims.



CIArb Recognised Course Provider

Candidates who have successfully completed the Certificate course will be exempted from the CIArb Introduction to ADR Module.

This exemption directly leads to Associate Membership of the CIArb (ACIArb).

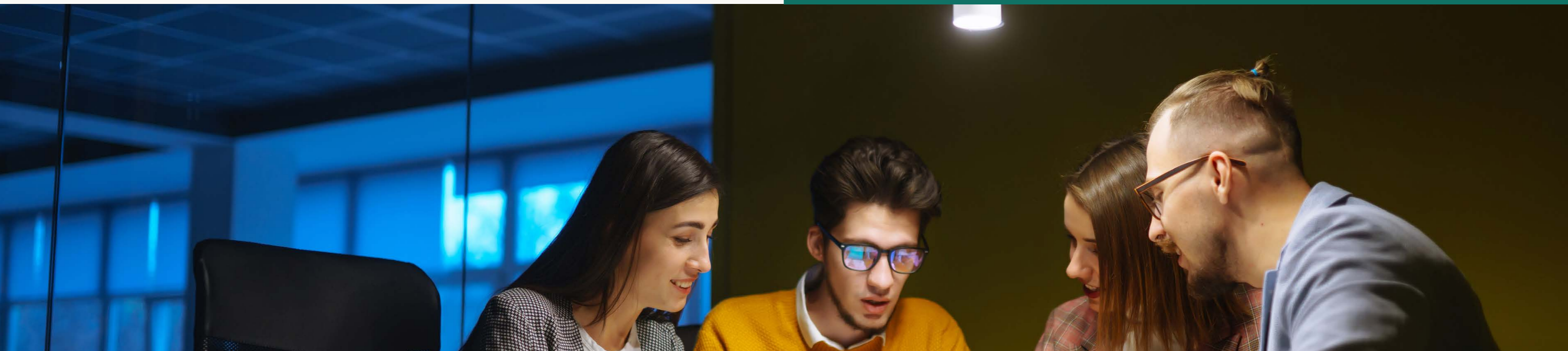
The course includes sample claim documents, practical examples and case studies for acquiring skills and understanding the science behind construction claims.

Benefits of Participants

- Formal CPD Hours
- Gain contract management knowledge and skills
- Higher salary and demandable position
- Develop your career as a Contract/Commercial Manager or Claims Consultant
- Gain talents to work as a successful Contract/Commercial Manager
- Leads to a fantastic professional career

Course Outcomes

- Manage Project Documentation
- Implement Procedures for Record Keeping
- Provide Contractual Advice
- Evaluate Change Orders
- Prepare Effective Claims
- Determine Liability and Quantify Damages
- Delay Analysis Techniques
- Assessing the Merits and Defending Claims
- Avoid Disputes or Find Resolutions
- Prepare a High Standard Report



Benefits to Employers

- Maximise the revenue and recover potential losses
- Dealing effectively with documentation for project entitlements and obligations
- Determining entitlement to extension of time
- Skills to quantify claims and determine causation for income management
- Skills to prepare a high standard claims report
- Direct entry to ACI Arb at successful completion
- Provide relief in pressure to deliver complex projects on time and within budget
- Increasing the probability of successful resolution of the dispute
- Increasing skills to manage disputes in the field of non-court dispute resolution

Participants

- Quantity Surveyors
- Civil Engineers
- Project Managers
- Site Managers
- Commercial Managers
- Contract Engineers/Administrators
- Planners
- Project Engineers
- Control Engineers
- Construction Lawyers
- Related Professionals



Agenda

What you can expect to learn about

Daily Schedule

Session 1
3:00pm - 4:30pm

Break
4:30pm - 4:45pm

Session 2
4:45pm - 5:45pm

Break
5:45pm - 6:00pm

Session 3
6:00pm - 7:30pm

Day 1

Saturday 9th March 2024

- Introduction
- Law of the Contract
- Introduction to Claims
- Claims Under the Contract
- Standard Forms and Applications
- Payment Methods

Day 2

Sunday 10th March 2024

- Change Orders
- Projects and Problems
- Claims Relating to Time
- Claims Relating to Money
- Common Head of Loss
- Exercises

Day 3

Saturday 16th March 2024

- Acceleration
- Mitigation
- Procedures/Processes of Claims
- Steps in accordance with JCT, FIDIC and NEC
- Preparing Successful Claims
- Exercises

Day 4

Sunday 17th March 2024

- Research and Investigating Project Documentation
- Delay Analysis Using Planning Techniques
- The Programme in a Claim Situation
- Selecting a Delay Analysis Method
- Exercises

Day 5

Saturday 23rd March 2024

- EOT Assessment and Analysis Techniques
- Extension of Time Submissions
- Alternative Dispute Resolution
- Negotiation
- Exercises

Day 6

Sunday 24th March 2024

- Dispute Adjudication Boards (DAB)
- Mediation
- Arbitration
- Arbitration Procedure
- Law Analysis
- Exercises

Mark Oldbury-Shemilt

BSc, FRICS, FCI Arb

Course Presenter



Mark is an experienced Managing Director with a demonstrated history of working in the construction industry. Skilled in Adjudication, Arbitration, Dispute Resolution, and Acquisitions. Mark is an analytical professional with a BSc in Quantity Surveying and a fellow of both the RICS and the CI Arb.

He is an accomplished chartered quantity surveyor, qualified disputes resolution practitioner with over 35 years of construction industry experience across an extensive range of construction contracts.

Mark is a RICS panel appointed and accredited adjudicator, CI Arb panel appointed arbitrator, independent expert AQ and construction contracts training provider and is chairman of the West Midlands Branch of the CI Arb.

What our students say about the course

“

Comprehensive and sound knowledge of the trainer. Lectures were given in a very attractive way and covered all topics. Interesting information and very easy to follow. Practical tips provided, Q&A in real world situations, successful transfer of knowledge that can be immediately applied.

EUR ING Dimitros Pagonis MEng. PMP

Project Manager, SALFO & Associates SA

“

It was useful, I gained new knowledge of contract and dispute management. Discussions were useful and good practice for managing the course.

Samar Abdulghany

Project Engineer, SBG - PORR - HBK Joint Venture

“

I found the course extremely interesting and helpful and would highly recommend it to all.

Houssam Mohammed Ghieh

Contract Admin Manager, AlSaad General Contracting W.L.L

£1,580

Single registration,
per participant

Group
registration
discount
available

You can make payment online at www.theccm.co.uk or alternatively by bank transfer to:

College of Contract Management

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SWIFT Code: BARCGB22

IBAN: GB37BARC20454533124975

The College's website has easy access for registration, either single or group candidates, with secure online payments through the check out process.

If you have difficulties with registration and online payment, the College also accepts registration via email and can offer easy payment options. If the course fee is being paid by a company, we can issue an invoice on receipt of a purchase order or email confirmation.

Our admission coordinators will be contactable on admission@theccm.co.uk or alternatively +44 (0) 1420 481681





www.theccm.co.uk



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enquiries@theccm.co.uk



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5 St Georges Yard, Farnham,
GU9 7LW, United Kingdom