

## **FIDIC for PRACTITIONERS TRAINING COURSES**

**Entitled**

***“Module 1: CONTRACT MANAGEMENT UNDER THE FIDIC  
CONDITIONS OF CONTRACT”***

**14.<sup>th</sup> February – 15<sup>th</sup> February 2013**

**Radisson SAS Royal Hotel, Copenhagen  
Hammerichsgade 1,  
Copenhagen**

Tutor:

**Axel-Volkmar Jaeger**, Dipl.-Ing., Consultant  
**Dr. Götz-Sebastian Hök**, Lawyer, Arbitrator, Adjudicator

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[www.fidic.org/seminars](http://www.fidic.org/seminars)

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

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## **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 FIDIC Contracts, a more efficient management of the project may be achieved. The tutors of the course are a very experienced German engineer and a German lawyer, who both have had extensive worldwide involvement with management of projects and related dispute resolution.

## **SEMINAR TUTOR:**

The tutor is 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.

**Tutors:** Dipl.-Ing., Dipl.-Wirt-Ing. Axel-Volkmar Jaeger ( past Chairman FIDIC Contracts Committee and past member of the FIDIC Executive Committee) and Dr. Götz-Sebastian Hök (Lawyer, Arbitrator and FIDIC listed Adjudicator). Junior Trainer Dipl.-Ing. Robert Werth.

## **COURSE MATERIALS**

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

- FIDIC Conditions of Contract for Construction
- FIDIC Conditions of Contract for Plant and Design-Build
- FIDIC EPC Turnkey Projects
- 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 under the FIDIC Conditions of Contract

<p><b><u>Day 1: 9. a.m. – 5.00 p.m.</u></b></p> <p><b><u>8.30-9.00 Registration, Coffee/ Tea in Foyer</u></b></p> <p><b><u>Session 1</u></b></p> <p><i><b>FIDIC activities and policies:</b></i></p> <ul style="list-style-type: none"> <li>• FIDIC</li> <li>• Activities</li> <li>• Policies</li> </ul> <p><b><u>Session 2.</u></b></p> <p><i><b>Project Procurement and FIDIC Contracts</b></i></p> <ul style="list-style-type: none"> <li>• Survey report</li> <li>• Parties of the Project</li> <li>• Designer &amp; Engineer's Contract</li> <li>• FIDIC Conditions of Contract</li> <li>• Selection of FIDIC Contract</li> </ul> <p><b><u>12.00 – 1.00 Lunch at Café Royal</u></b></p> <p><b><u>Session 3</u></b></p> <p><i><b>Contract Documents:</b></i></p> <ul style="list-style-type: none"> <li>• Red Book, Yellow Book</li> <li>• Silver Book, Gold Book</li> <li>• White Book</li> </ul> <p><b><u>3.00 – 3.30 Coffee Break</u></b></p> <p><b><u>Session 4</u></b></p> <p><i><b>Understanding FIDIC terms of contract</b></i></p> <ul style="list-style-type: none"> <li>• Definitions &amp; References</li> <li>• English legal vocabulary and concepts</li> </ul> <p><b><u>Session 5</u></b></p> <p><i><b>Design, Workmanship, main obligations</b></i></p> <ul style="list-style-type: none"> <li>• The Employer, the Engineer, the Contractor</li> <li>• Document Control</li> </ul>	<p><b><u>Day 2: 9.00 a.m. – 5.00 p.m.</u></b></p> <p><b><u>8.30-9.00 Coffee/ Tea in Foyer</u></b></p> <p><b><u>Session 6</u></b></p> <p><i><b>Commencement, Time for Completion</b></i></p> <ul style="list-style-type: none"> <li>• Commencement Date</li> <li>• Programming</li> <li>• Extension of Time &amp; Delay Damages</li> </ul> <p><b><u>Session 7</u></b></p> <p><i><b>Tests, Taking-Over &amp; Performance Certificate</b></i></p> <ul style="list-style-type: none"> <li>• Testing procedures</li> <li>• Taking Over</li> <li>• Defects Notification Period</li> <li>• Performance Certificate</li> </ul> <p><b><u>12.00 – 1.00 Lunch</u></b></p> <p><b><u>Session 8</u></b></p> <p><i><b>Managing Change</b></i></p> <ul style="list-style-type: none"> <li>• Risk Allocation</li> <li>• Variations</li> <li>• Claims</li> </ul> <p><b><u>3.00 – 3.30 Coffee Break</u></b></p> <p><b><u>Session 9</u></b></p> <p><i><b>Evaluation &amp; Payments</b></i></p> <ul style="list-style-type: none"> <li>• Measurement &amp; Valuation</li> <li>• Taking Over &amp; Performance Certificate</li> <li>• Final Payment Certificate</li> </ul> <p><b><u>Session 10</u></b></p> <p><i><b>Disputes &amp; Dispute Resolution Practice</b></i></p> <ul style="list-style-type: none"> <li>• Disputes</li> <li>• Dispute Adjudication</li> <li>• Arbitration</li> </ul>
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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 under the FIDIC  
CONDITIONS OF CONTRACT”***

- ☐ **14<sup>th</sup> & 15<sup>th</sup> February, 2013,**  
Radisson SAS Royal Hotel, Copenhagen,  
Hammerichsgade 1

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

First  
Name.....  
  
Family  
Name.....  
  
Job  
Title.....  
  
Organization  
Name.....  
  
Organization  
Address.....  
  
.....  
  
Telephone:.....EXT.....  
  
Organisation Email: .....  
  
Participant (s)  
Email:.....

- ☐ **I confirm payment of € 1,500 per delegate**
- ☐ **For 2 or more delegates from the same  
organization - € 1,300 per delegate.**

### **Payments by:**

Certified Cheque or Bank Transfer *payable to:*

**Nestor Bildungsinstitut GmbH**  
**Alt Blankenburg 1a**  
**D - 13129 Berlin**

**Berliner Volksbank eG**  
**Account No. 8301874007**  
**BIC (Swift Address): BEVODEBB**  
**IBAN: DE83 1009 0000 8301 8740 07**

**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 two 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 JCC via fax, email at least five  
days before the course.

- ✓ Questions or queries should be directed to Ms.  
Jacobi at Tel: ++49 30/ 3000-7600

- ✓ Fax: ++49 30 3000 760 33 or  
Email: info@fidic-for-practitioners.com

- ✓ **All Registration forms to be submitted on or  
before: January 24<sup>th</sup> 2013.**