



International Federation of  
Consulting Engineers

In Partnership with



Ghana Consulting  
Engineers Association

**PRESENT**

**The FIDIC Contracts Training Courses:**

**Module 3: “*The Responsibilities and Management for Dispute Adjudication and Dispute Boards (DB) under FIDIC (1999 Editions) & MDB Contract*”**

**1<sup>st</sup> & 2<sup>nd</sup> November 2016**

**&**

**Module 4: “*The Contract Management and Administration of the 1999 FIDIC Conditions of Contract (Construction & Plant & Design-Build)*”**

**3<sup>rd</sup> & 4<sup>th</sup> November 2016**

**At Engineers Centre, Roman Ridge  
Accra, GHANA**

**For Further information**

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***Module 3 “The Responsibilities and Management for Dispute Adjudication and Dispute Boards (DB) Under FIDIC (1999 Editions) & MDB Contract”***

***Module 4 “The Contract Management and Administration of the 1999 FIDIC Conditions of Contract (Construction & Plant & Design-Build)”***

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**OVERVIEW:**

The 1999 FIDIC Conditions of Contract are being increasingly used by the international Construction Industry throughout the World. The Multi-Lateral Development Banks, including the World Bank, Inter -American Development Bank & Caribbean Development Bank have adopted the 1999 FIDIC Conditions of Contract for Construction with modifications known as Harmonised Construction Contract.

**Module 3:** It clearly explains the procedures and application of the Dispute Adjudication requirements under these contracts, providing a comprehensive understanding of DAB processes and procedures, together with in-depth practical knowledge and problem solving scenarios.

**Module 4:** It explains and illustrates the use of the FIDIC Conditions of Contract for Construction (the “Construction Contract”) and the FIDIC Conditions of Contract for Plant and Design-Build (the “Design-Build Contract”). The course is designed to help the participants have confidence in working with these documents whether representing Employers, Consultants or Contractors.

**SEMINAR TUTOR:**

**SIMON R. WORLEY (B Eng (Hons), C Eng, MICE, MCIWEM)** a University Degree qualified UK ‘Chartered’ Engineer with some 25 years of professional experience working for Consultant, Client and Contractor organizations as well as directly for International Financial Institutions such as EBRD and KfW. Has held the positions of Vice President, Regional Director, Project Director, and Project Manager in the planning, procurement, design, tendering, construction supervision & management of FIDIC (& other) Contracts for water supply, sewerage & wastewater treatment, marine, highway & structural work in the UK and internationally. He is the Managing Director of Environmental Infrastructure Associates Ltd, a company founded in 2000 and registered in England. EIA is an independent consulting company specializing in contract management services. Mr. Worley also is accredited FIDIC trainer providing training in the FIDIC Conditions of Contract and administration of contracts.

**COURSE MATERIALS:**

Delegates will be provided the following materials, in English:

- FIDIC Conditions of Contract for Construction 1999 Edition (Red Book)
- FIDIC Conditions of Contract for Plant & Design-Build, 1999 Edition – (Yellow Book)
- Schedule of overheads used during the seminar – to be used as “Work Book”
- Work Exercises
- Notes on changes incorporated in the MDBs’ Harmonised Construction Contract, 2010 edition

**WHO SHOULD ATTEND?**

The training course provides the necessary knowledge for professionals from Government Ministries and Agencies, Private Sector Employers, Consulting Engineers, Contractors, Quantity Surveyors, Architects, Legal Advisers and all involved with the implementation and management of large Works Contracts. It is particularly important to those involved in preparing or managing infrastructure projects financed under MDBs’ Funds, the EU Cohesion and Structural Funds, as all their Works Contracts use the FIDIC Conditions of Contract.

**REGISTRATION FEE:**

Delegate fee is **€900** per course and **€1800** for both courses

Delegate Fee (**includes for coffee and lunch on both days, refreshments and all course materials**)

## **PROGRAMME OUTLINE FOR MODULE 3**

### ***“The Responsibilities and Management for Dispute Adjudication and Dispute Boards (DB) Under FIDIC (1999 Editions) & MDB Contract”***

<b>Day 1:</b>	<b><u>09.00 – 17.00</u></b>	<b>Day 2: <u>09.00 – 17.00</u></b>
<b>9.00-9.30</b>	<b><u>Registration of Participants</u></b>	<b>09.00 <u>Session 4</u> – Dispute timetable and position papers</b>
<b>09.30</b>	<b><u>Session 1 – Adjudication Principles</u></b> <ul style="list-style-type: none"><li>• What is a Dispute?</li><li>• Background of dispute resolution</li><li>• Alternative methods of dispute Resolution</li><li>• Application in USA &amp; Europe</li><li>• Dispute adjudication under FIDIC/MDB Contracts</li><li>• Legal status of adjudicator and DB’s</li></ul> <b>Work exercises on principles</b>	<ul style="list-style-type: none"><li>• Establish timetable</li><li>• Nature of Position Papers</li><li>• Responses</li><li>• DB Directions</li><li>• Evidence statements</li></ul> <b>Work Exercises on position papers</b>
<b>11.00</b>	<b><u>Break</u></b>	<b>10.45 – 11.15 <u>Break</u></b>
<b>11.30</b>	<b><u>Session 2 – DB Establishment and responsibilities</u></b> <ul style="list-style-type: none"><li>• Selection process and appointment/s</li><li>• Contract Agreement</li><li>• Full Term and Ad Hoc responsibilities</li><li>• Fees, expenses and payment terms</li><li>• Termination and replacement of DB</li></ul> <b>Work exercises on DB establishment</b>	<b>11.15 <u>Session 5</u> – Hearing</b> <ul style="list-style-type: none"><li>• Pre-hearing requirements</li><li>• Site visit before hearing</li><li>• Attendees</li><li>• Agenda and procedures</li><li>• Evidence</li><li>• Conclusion of hearing</li><li>• After the hearing</li></ul> <b>Work Exercises on a Hearing</b>
<b>13.00</b>	<b><u>Lunch</u></b>	<b><u>13.00 – 14.00: Lunch</u></b>
<b>14.00</b>	<b><u>Session 3 - Procedural Rules</u></b> <ul style="list-style-type: none"><li>• Routine Procedures</li><li>• Full term site visits</li><li>• Opinion and advice</li><li>• Dispute referral</li><li>• DB jurisdiction</li></ul> <b>Work exercises on Procedural Rules</b>	<b>14.00: <u>Session 6</u> – Dispute Decision</b> <ul style="list-style-type: none"><li>• Reaching the decision</li><li>• 3 Person DB discussion</li><li>• Format of decision</li><li>• Unanimity</li><li>• Enforcement of decisions</li></ul> <b>Work exercises on dispute decision</b>
<b>15.30</b>	<b><u>Break</u></b>	<b><u>15.30 – 15.50: Break</u></b>
<b>15.50</b>	<b>Case Studies on Site Visit and DB opinion</b>	<b>15.50 Case Studies on DB referrals and decisions</b>
<b>17.00</b>	<b><u>End of Day 1</u></b>	<b><u>17.00 End of Day 2</u></b>

***“Throughout the seminar there will be opportunities for questions and where appropriate case studies will be introduced”***

## **PROGRAMME OUTLINE FOR MODULE 4**

### ***“The Contract Management and Administration of the 1999 FIDIC Conditions of Contract (Construction & Plant & Design-Build)”***

	<b><u>Day 1: 09.00 – 17.00</u></b>	<b><u>Day 2: 09.00 – 17.00</u></b>
09.00 – 09.15	<b><u>Registration of Participants</u></b>	<b><u>09.00 Session 4:</u></b>
09.15	<b><u>Session 1:</u></b> <b><u>Contract Documents &amp; Award</u></b> <ul style="list-style-type: none"><li>• Contract Award Procedures</li><li>• Contract Documents</li><li>• Role and Authority of Engineer</li><li>• Performance Security</li></ul>	<b><u>Financial Controls and Disciplines</u></b> <ul style="list-style-type: none"><li>• Measurement</li><li>• Variation Orders</li><li>• Value Engineering</li><li>• Interim Payment Certificate</li><li>• Final Payment Certificate</li></ul>
10.45	<b>Coffee Break</b>	<b>10.45 Coffee Break</b>
11.00	<b><u>Session 2:</u></b> <b><u>Contract Start Up</u></b> <ul style="list-style-type: none"><li>• Pre Commencement Date</li><li>• Appointments</li><li>• Programme</li><li>• Insurances</li><li>• Drawings</li><li>• Start Up Meeting</li></ul>	<b><u>11.15 Session: 5:</u></b> <b><u>Suspension Termination and Claims</u></b> <ul style="list-style-type: none"><li>• Suspension by Engineer / Contractor</li><li>• Termination by Employer / Contractor</li><li>• Contractor's Claims</li><li>• Engineer's Responses</li><li>• Employer's Claims</li><li>• Determinations</li></ul>
13.00	<b>Lunch Break</b>	<b>13.00 Lunch Break</b>
14.00	<b><u>Session 3:</u></b> <b><u>Post Commencement Date Administration</u></b> <ul style="list-style-type: none"><li>• Access &amp; possession of Site</li><li>• Site security</li><li>• Contractor s Mobilisation</li><li>• Nominated Sub Contractor</li><li>• Records</li><li>• Progress Reports</li></ul>	<b><u>14.00 Session 6:</u></b> <b><u>Taking Over the Works and Defects Notification Period and Contract Completion</u></b> <ul style="list-style-type: none"><li>• Taking Over Certificate</li><li>• Defects in DNP</li><li>• Performance Certificate</li><li>• Contract Completion issues</li></ul>
15.30	<b>Tea Break</b>	<b>15.30 Tea Break</b>
15.50	<b><u>Session 3 (Cont): Post Commencement Date Administration</u></b> <ul style="list-style-type: none"><li>• Local Laws</li><li>• Design &amp; ER Scrutiny</li><li>• Contractor's Documents</li><li>• Plant, Materials &amp; Workmanship</li></ul>	<b><u>15.50: Session 7:</u></b> <b><u>Disputes, Amicable Settlement &amp; Arbitration</u></b> <ul style="list-style-type: none"><li>• Establishment of DAB</li><li>• Procedures of DAB</li><li>• Amicable Settlement procedures</li><li>• Arbitration procedures</li></ul>
17.00	<b><u>End of Day 1</u></b>	<b><u>17.00 End of Day 2</u></b>
		<b>Differences between FIDIC &amp; MDB's Harmonised Construction Contract (Provided as Aide Mémoire)</b>

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