



**FIDIC – ACEB**  
**Association of Consulting Engineers Botswana**  
**Training Courses**



**FIDIC MODULES 1, 2, 3, & 4**  
**(9<sup>th</sup> – 12<sup>th</sup> & 16<sup>th</sup> – 19<sup>th</sup> October 2012)**

The **Association of Consulting Engineers Botswana (ACEB)** are pleased to offer all interested persons (in Consulting Engineering, Construction, Government and Parastatal organisations) an opportunity to participate in Four 2 day training courses. The courses will be presented by **Dr. Götz-Sebastian Hök** and **Mr. Axel-Volkmar Jaeger**. **Dr. Götz-Sebastian Hök** is a lawyer situated and registered in Berlin. He is a FIDIC listed adjudicator (FIDIC President's List) and an arbitrator. He is also the responsible for the German FIDIC training and an accredited FIDIC trainer. **Mr Axel-Volkmar Jaeger** is one of the most senior accredited FIDIC presenters who has served on various working groups of the FIDIC Contracts Committee for nearly 20 years; and was involved in the drafting the FIDIC 1999 suite of contract documents.

**Dr. Hök** and **Mr. Jaeger** are both provided by the FIDIC accredited training provider NESTOR.

**Module 1 (9<sup>th</sup> – 10<sup>th</sup> October 2012): Practical use of FIDIC Conditions of Contract**

*Essential contractual know-how for working on today's international projects*

Course Programme

- Introduction and Principles
- Background / History; Examination of Contracts
  - Basic Principles; Risk Analyses
- Clauses 1, 2 and 3
- General provisions
  - Responsibilities of the employer
  - Responsibilities of the engineer

- Clauses 4,5, 6 and 7
- Responsibilities of the contractor
  - Nominated contractors; Design, Workmanship
- Clauses 8,9,10 and 11
- Commencement procedure; Programme
- Extension of time; Suspension; Taking over certificate
- Defects period and preference certificate

**Module 2 (16<sup>th</sup> – 17<sup>th</sup> October 2012): Management of Claims & Resolution of Disputes**

*Ensuring that staff using FIDIC contracts can manage claims & disputes*

Course Programme

- Causes and risks; Inherent project risks
- Risk allocation; Role of the Engineer
- Notices and Claims Procedure
- Employer's, Engineer's and Contractor's Claims
  - Extension of Time; Force Majeure; Delay Damages
- Critical path methods
- Quantifying and analyzing claims for payment
- Contractor's claims
- Notification; Contemporary records
  - Preparation of claims; Engineers assessment and valuation
- Employers financial claims
- Delay damages; Defects in work and design

- Retention and Bonds
- Termination and suspension
- Engineer's default; Contractor's default
  - Force majeure; Financial consequences
- Dispute Adjudication Board principles
- Standing and ad hoc; Dispute prevention; selection
  - Referral; Presentation of evidence; Decision
  - Working of the DAB; Dissatisfaction; MDBs' Amendments
- Post DAB/Engineer's decision
- Implementation and enforcement
- Arbitrating claims; Amicable settlement

**Module 3 (18<sup>th</sup> – 19<sup>th</sup> October 2012): Dispute Adjudication Boards**

*Ensuring that experienced Practitioners can manage & act upon Dispute Adjudication Boards*

Course Programme

- Adjudication Principles
- DAB Establishment & Responsibilities
- Procedural Rules
- Dispute Timetable & Position Papers

- Hearing
- Dispute Decision
- Enforcement
- Case Studies

**Module 4 (11<sup>th</sup> – 12<sup>th</sup> October 2012): Contract Management and Administration**

*Ensuring that FIDIC contracts are managed and administered correctly*

Course Programme

- Contract documents
- Award & Tender Security, Documents, Sufficiency & discrepancies, Contradictions, etc.
- Start-up
- Appointment of the Engineer, Engineer's delegation of duties & authorities, Pre-commencement meeting, Contractor's Representative, etc.
- Financial control
- Bill of Quantities and Unit Prices, Provisional Sums, Variations, Valuation of Variations, Variation Orders, Value Engineering, Measurement of Works, Valuation of Plant and Materials intended for the Works, Contractor's Interim Payment Statements, etc.
- Ongoing supervision
- Engineer's Instructions, Regular progress meetings
- Continuing Validity of Securities & Insurance, Performance Security, Verification of Contractor's Personnel & Equipment, Samples & Testing of Materials, Workmanship & Plant, etc.

- Taking over the Works
- Substantial Completion, Taking-Over Certificate, Inspection at Completion & Snagging List, Contractor's Statement at Completion, Interim Payment Certificate at Completion, etc.
- Defects Liability Period and Contract Completion
- Defects Liability Period, Completion of Remaining Works & Rectification of Defects, Inspections & Notification of Defects, Cost of Rectifying Defects & Damage, Remedies for Non-Performance in Defects Liability Period, etc.
- Contract Termination
- Termination by Employer arising from Contractor's Default
- Termination by Contractor arising from Employer's Default
- Termination resulting from Force Majeure
- Employer's Termination for Convenience

**Participants will be provided with the following Materials:**

Course overheads, Work exercises, Guides and resource documents, FIDIC *Conditions of Contract for Construction, 1<sup>st</sup>. Edition, 1999 (Red Book)* and FIDIC *Conditions of Contract for Plant and Design Build, 1<sup>st</sup> Edition, 1999 (Yellow Book)*.

**SEATS ARE LIMITED TO 50 PER COURSE AND REGISTRATION & PAYMENT ARE ESSENTIAL.**

**Course Costs:**

- |   |  |
|---|--|
| Early Registration (before 17 <sup>th</sup> September 2012) | P5,250-00 per course (ACEB Members only)<br>P6,000-00 per course (Non Members) |
| Late Registration (after 17 <sup>th</sup> September 2012)   | P5,500-00 per course (ACEB Members)<br>P6,250-00 per course (Non Members)      |

**VENUE: Phakalane Golf Estate and Hotel Resort, Gaborone, Botswana**  
**To register or make enquiries contact Elaine on 72306530 or Sheilagh on 71642327**  
**Alternatively email [eventggo@gmail.com](mailto:eventggo@gmail.com) or [gabsgoingson@gmail.com](mailto:gabsgoingson@gmail.com)**