

Scandinavian Academy
Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Contracts Management Specialist

Code	City	hotel	Start	End	price	Language - Hours
CO-522SA	Riyadh	Hotel Meeting Room	2027-03-28	2027-04-01	11950 SR	En - 25

Introduction

This intensive training course is designed to assist contracts professionals cope with the increasing complexity of commercial and business relationships as trade becomes ever more international. All business professionals need to understand what a contract does (and does not) require them and the other party to the contract to do, and the consequences for both parties of any failure.

This training course will feature:

- The Differences in Approach Between Different Legal and Contracting Systems
- Risk Allocation in Contract Management and Dispute Resolution in Contractual Disputes
- Contracting in an International Context
- Protecting Your Company’s Interests
- An Understanding of Contracting in the English Language

What are the goals?

- Improve Their Understanding of the Role of Contracts Within a Business
- Develop More Confidence in Dealing with Contracting Issues
- Understand How Strategies Can Be Developed to Improve the Commercial Outcomes
- Apply the Latest International Thinking in Dispute Resolution
- Increase Awareness of the Use of Contracts in Everyday Business Life

Course Outline

Day One: What are Contracts and How are They Created?:

- The Need for Contractual Relationships
- What is Needed to Create a Valid Contract? Ingredients and Formalities
- Authority and Agency
- The Tender Process
- Alternative Sourcing
- Making Contracts Enforceable - With Particular Emphasis on the International Context

Day Two: The Structure of Contracts:

- Form of Agreement
- Hierarchy of Terms and Conditions
- Different Contractual Structures - Traditional and New
- Risk and Title (Ownership) in International Trade. When Does it Transfer?
- Notices and Other Formalities
- Which Law and Which Courts?

Day Three: Collateral Documents:

- Securitising Performance Obligations
- Bonds and Guarantees
- Parent Company Guarantees
- Letters of Intent, Comfort or Awareness
- Insurance Policies
- Assessing the Need for Financial Security

Day Four: Change and Variation:

- Changes to Contract Documents

- Assignment / Novation Explained and Distinguished
- Variation Clauses and Changes to the Scope of Work
- Claims - What They Are, and How They Arise
- Delay and Disruption
- Force Majeure

Day Five: Resolving Disputes:

- Conflict Avoidance and Tiered Dispute Resolution Clauses
- Negotiation
- Litigation
- Arbitration
- Mediation, ENE and New Best Practices in Dispute Resolution and Management
- Final Questions and Review of Course

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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