



Project & Contract Management

Contract and Commercial Management Practitioner (CCMP)

Course Introduction

This five-day course is designed to provide participants with a comprehensive understanding of contract and commercial management best practices. The program equips practitioners with the knowledge and skills to manage contracts effectively throughout their lifecycle, from negotiation and drafting to execution and compliance. The course emphasizes risk management, commercial negotiation, and performance monitoring to ensure optimal outcomes for all stakeholders. By blending theoretical insights with practical applications, participants will gain valuable tools to enhance their organization's contract and commercial management processes.

Target Audience

- Contract managers
- Commercial managers
- Procurement and supply chain professionals
- Legal professionals involved in contract management
- Project managers overseeing contract execution
- Business owners and entrepreneurs

Learning Objectives

- Understand the key principles and processes of contract and commercial management.
- Apply best practices for drafting, negotiating, and managing contracts.
- Identify and mitigate contract risks effectively.
- Enhance negotiation strategies to achieve favorable commercial outcomes.
- Monitor contract performance and ensure compliance with legal and regulatory requirements.

Course Outline

- **Day 01**

Fundamentals of Contract and Commercial Management

- Welcome and Introduction
- Overview of Contract and Commercial Management
- Key Contracting Concepts and Terminology
- **Activity:** Contract Management Self-Assessment

Contract Lifecycle Management

- Stages of Contract Development
- Key Roles and Responsibilities in Contracting

Workshop: Case Study on Contract Lifecycle

- **Day 02**

Contract Drafting and Negotiation Strategies

- Principles of Effective Contract Drafting
- Key Clauses in Commercial Contracts

Drafting for Clarity and Legal Protection

- Exercise: Drafting a Simple Contract
- Negotiation Skills for Commercial Contracts
- Preparing for Contract Negotiations
- Key Negotiation Tactics and Techniques

Workshop: Simulated Contract Negotiations

- **Day 03**

Risk Management in Contracts

- Identifying and Assessing Contract Risks
- Managing Common Contract Risks (Financial, Performance, Legal)
- Risk Allocation and Mitigation Strategies
- Contract Compliance and Legal Considerations
- Ensuring Compliance with Laws and Regulations
- Handling Breaches of Contract and Disputes

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Case Study: Managing Risk in Complex Contracts

• Day 04

Commercial Management Best Practices

- The Role of Commercial Management in Business Success
- Value Creation and Cost Control in Contract Management
- Optimizing Supplier and Client Relationships

Managing Change in Contracts

- Handling Variations and Amendments
- Renegotiating Terms for Continuous Improvement

- **Activity:** Drafting and Negotiating Contract Amendments

• Day 05

Performance Monitoring and Continuous Improvement

- Monitoring and Measuring Contract Performance
- Key Performance Indicators (KPIs) for Contracts
- Ensuring Service Level Agreements (SLAs) are Met

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Workshop: Setting KPIs for a Sample Contract

Continuous Improvement in Contract and Commercial Management

- Lessons Learned and Best Practices

- Tools and Technology for Contract Management
- **Group Activity:** Developing an Action Plan for Contract Improvement
- Course Wrap-Up and Feedback

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
April 14, 2025	April 18, 2025	5 days	4950.00 \$	Austria - Vienna
Sept. 1, 2025	Sept. 5, 2025	5 days	4250.00 \$	UAE - Dubai
Nov. 3, 2025	Nov. 7, 2025	5 days	4250.00 \$	UAE - Abu Dhabi