Project & Contract Management

Contract Risk Management and Compliance

Course Introduction

Contracts are at the center of most business transactions. While it provides security for both parties, there are a wide range of potential risks present in contracts such as including inadequate or non-existent clauses pertaining to the treatment of intellectual property (IP) or confidential information, financial obscurities, language resulting in miscommunication, and/or misaligned goals, all of which may cause major damage to a company's finances or reputation.

Managing contract risk is an important part of the contract management process. This enforces the parties to take a step back during the negotiation process to estimate and evaluate their legal exposure, the loss of business opportunities, and the extended time invested in the contracting process.

This training course is designed to provide participants with the essential knowledge, techniques and strategies for effective management of contract risks while ensuring compliance with existing rules and regulations.

Target Audience

- Project Manager
- Business Administrator
- Marketing Coordinator
- Account Executive
- Chief Operating Officer
- Operations Manager
- Executive Administrative
- Risk Manager
- Program Manager
- Business Analyst
- Quality Control Coordinator
- Assistant Manager
- Team Leader

- Senior Supervisors
- Researcher
- Entrepreneur
- Management Consultant
- Public Relations Director

Learning Objectives

- Gain a comprehensive understanding of contract risks, how it occurs, and the terms and conditions related to it.
- Discover different Contract types to transfer risks
- Recognize the different methods of identifying and assessing risk.
- Utilize risk management techniques during the life of a contract.
- Manage and deal with financial risks in contracts.
- Select and apply the appropriate remedy for the identified contract risk.

Course Outline

- **Day 01**

  Understanding Risks in Contracts

    ◦ The Need for Contractual Relationships
    ◦ The Definition of Risk
    ◦ Different Types of risks associated with Contracts
    ◦ Impact of Local, National and International laws on contracting
    ◦ Categories of Risk for Both Sides of a Contract
    ◦ Contract Risk Assessment Process
    ◦ Applied tools and techniques for managing contract risks
    ◦ Inadequate Contract Execution
    ◦ Purpose & Benefits of Risk
    ◦ Qualifying Suppliers
    ◦ Defining Internal Control

- ◦ Proportionality of Control

Risk Identification Processes

  - ◦ Risk Identification Inputs
  - ◦ Risk Identification Tools & Techniques
  - ◦ Risk Identification Outputs

- **Day 02**

Risk Assessment Process

  - ◦ Estimating Techniques
  - ◦ Schedule Diagramming - Critical Path Method (CPM)
  - ◦ Project Evaluation & Review Technique (PERT)
  - ◦ Qualitative Risk Analysis
  - ◦ Quantitative Risk Analysis

Risk-Related Terms & Conditions

  - ◦ External Events
  - ◦ Force Majeure
  - ◦ Strikes and Other Labour Disputes
  - ◦ Risk and Title
  - ◦ Use of ICC Incoterms
  - ◦ Assignment and Novation
  - ◦ Other Clauses that Need to Flow Down to Sub-contractors
  - ◦ Risks Associated with Sub-Contractors

- **Day 03**

Minimizing and Transferring Risk

  - ◦ Transferring Risk through Contract Types
  - ◦ Firm Fixed Price or Lump Sum Contracts
  - ◦ Cost Reimbursable Contracts
  - ◦ Incentive Contracts
  - ◦ Award-Fee Pricing Arrangements
  - ◦ Indemnities
  - ◦ Cross Indemnities
  - ◦ Insurance

- **Day 04**

Handling Financial Risks in Contracts

  - ◦ Controlling Risk Associated with Payments

- ◦ Currency Risk
  - ◦ Economic Risk
  - ◦ Fraud and Corruption
  - ◦ Limiting or Excluding Liability
  - ◦ Distinctions between Liability in Contract, and the General Law
  - ◦ Gross Negligence
  - ◦ A Review of Some Sample Clauses from Standard Contracts, and other Real Documents
- **Day 05**

  Contract Risk Remedies

  - ◦ Mistakes and Misrepresentations
  - ◦ Impracticability of Performance
  - ◦ Remedies Generally
  - ◦ Types of Remedies
  - ◦ Liquidated Damages
  - ◦ Warranties
  - ◦ Cover

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 12, 2025	May 16, 2025	5 days	2150.00 $	Virtual - Online
Aug. 25, 2025	Aug. 29, 2025	5 days	4950.00 $	Turkey - Antalya
Nov. 17, 2025	Nov. 21, 2025	5 days	4250.00 $	UAE - Abu Dhabi