



PM023: Disputes and Claims in Construction Contracts

Training Description:

This training course provides participants with practical knowledge and tools to identify, prepare, analyze, and manage disputes and claims in construction contracts. It covers causes of disputes, claim management techniques, dispute resolution methods (including negotiation, mediation, arbitration, and litigation), and best practices for avoiding costly disputes. Real case studies will be used to demonstrate practical applications.

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Understand the nature and causes of disputes and claims in construction projects
- ✓ Identify contractual rights, obligations, and entitlements under standard forms of contract (e.g., FIDIC, NEC)
- ✓ Develop effective procedures for claim preparation and management
- ✓ Apply practical techniques for negotiation and dispute resolution
- ✓ Minimize disputes through proactive contract and project management

By the end of the training, participants will have both **theoretical knowledge** and **practical tools** to handle claims effectively and reduce disputes in their projects.

Training Designed for:

This training course is intended for Contract Administrators / Contract Officers, Project Managers / Project Engineers, Quantity Surveyors / Cost Engineers, Construction Managers / Site Engineers, Legal and Commercial Officers in construction firms, Specialists, Coordinators, and Officers involved in contract execution and administration.

Training Requirement:

“Hand’s on practical sessions, equipment and software will be applied during the course if required and as per the client’s request.”

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client’s learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

DAY ONE:

- ❖ Introduction to Construction Disputes & Claims
 - Overview of construction contracts and dispute-prone areas
 - Understanding claims vs. disputes
 - Common causes of disputes in construction projects
 - Categories of claims: time-related, cost-related, scope-related, etc.
 - Legal and contractual frameworks (FIDIC, NEC, bespoke contracts)
 - **Case studies:** real-world examples of disputes

DAY TWO:

❖ Claims Identification and Documentation

- Contractual entitlements and obligations
- Early warning signs of potential claims
- Record keeping and documentation best practices
- Delay analysis methods (as-planned vs. as-built, critical path method)
- Cost claims: additional payment, variations, prolongation costs, disruption claims
- **Practical exercises on drafting a simple claim**

DAY THREE:

❖ Claim Preparation and Presentation

- Essential components of a strong claim submission
- Structuring a claim (facts, cause, effect, entitlement, quantum)
- Preparing supporting documents and evidence
- Writing persuasive claim narratives
- Case law examples and lessons learned
- Workshop: Preparing a sample claim for a hypothetical project dispute

DAY FOUR:

❖ Dispute Resolution Mechanisms

- Negotiation strategies and techniques
- Alternative Dispute Resolution (ADR): mediation, conciliation, adjudication
- Arbitration: process, rules, and enforcement
- Litigation: when and why it becomes necessary
- Dispute Boards in FIDIC contracts
- Comparative analysis of dispute resolution methods
- **Role-play exercise:** simulated dispute negotiation

DAY FIVE:

❖ Best Practices for Dispute Avoidance & Case Studies

- Proactive contract administration to minimize disputes
- Early conflict management techniques
- Risk management and allocation in contracts
- Practical checklists for dispute prevention
- Review of landmark dispute cases and outcomes
- **Discussion:** Lessons learned from global projects
- **Final workshop:** Developing a dispute-avoidance strategy for a sample project

❖ Course Conclusion

❖ POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

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