

CLAIMS MANAGEMENT TRAINING



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ORACLE
Gold Partner



PRACTICAL INFORMATION



Duration :
3 days (21 hours)



Dates :
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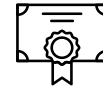


Location :
Inhouse training
Massy (France)
Remote training



Objective

- Acquire the best practices of contract management
- Identify the fundamentals of contract management
- Control the life cycle of your contract
- Identify contract risks and deficiencies
- Analyze and act on the interactions between project management and contract management



Learning outcomes

- At the end of this training, each participant will be able to contribute to the good practices of contract management.



Public

This training is intended for project managers and all people involved in a company project.



Prerequisite

- The fundamentals of project management



Training materials

- Each trainee will be assigned a PC with the Primavera Risk Analysis application
- All participants will be provided with training materials at the end of the training
- This training includes a theoretical part as well as a case study



Our instructors

- Our trainings are given by international experts recognized for their skills and expertise in risk analysis and complex project management

Day 1

Market Ownership

Types of Contracts

The Offer (Contract) / Hierarchy of Documents

Legal aspects of the formation and validity of contracts

Interrelationship between project management and contract management

Introduction to the law of obligations / Importance of good faith

Taking ownership of the contract / Identifying the parts

Phase of site preparation

Site planning

Strategic management of contracts:

- Knowing how to analyze a contract and deduce an execution strategy
- Contract management tools

Practical case studies

Day 2

Methodological aspects

Contract Risk Management

Contract Administration

- Mail management
- Documentary follow-up of deliverables – GED
- Modifying works, formal notices, OS
- Amendments
- Invoicing
- Acceptance and final account

Optimize your customer reporting

- Site log
- Minutes of meetings
- Validation of technical documents
- Monthly reporting

Controlling supplier and subcontractor risk

Case studies

Day 3

Réclamations et Gestion des Litiges

What is a claim?

When to make a claim?

The various methods of dispute resolution

How to prepare a claim

- Documentation
- Analysis of the delay in filing a claim
- Reality of the prejudice
- Methods of quantifying claims

Strategy for handling a claim

How to prepare / establish a counterclaim

Negotiation of claims

Practical case studies

Conclusion / Feedback

Last brochure update: January 1, 2023