The Singapore Contractors Association Ltd
SCAL Academy Pte Ltd

The Singapore Contractors Association together with SCAL Academy are pleased to organize a one-day seminar on “Gateway to Effective Contract Administration”. This seminar will share some practical guidance and insights that can help to improve contract administration process to meet the necessary administrative contractual requirements to ensure customer satisfaction and minimize disputes. This seminar is relevant for those involved with any aspect of the management or administration of contracts or interacting with those who do.

Topics:
Design and Build Procurement – the Unique Features and Risks
by Mr Paul Wong, Partner, Rodyk & Davidson LLP

Effective Contract Administration: Practical Tips to Guard Against Disputes
by Mr Jonathan Choo, Partner, Bird & Bird ATMD LLP

Disputes in Construction Contracts – Adjudication, Mediation, Arbitration or Litigation?
by Mr Chia Ho Choon Partner, Khattar Wong LLP

Written Key Employment Terms and Itemised Payslips
by Mr Choo Soo Teck, Consultant, Tripartite Alliance for Fair and Progressive Employment Practices (TAFPEP)

Adjudications under the SOP Act: Recent Developments and Lessons Learnt
by Mr Tay Peng Cheng, Partner, WongPartnership LLP

Extent of Contractor’s Obligations and Liabilities under Conventional Building Arrangements vs Design-Build Arrangements
by Ms Monica Neo, Partner, Chan Neo LLP

Pending Accreditations: BOA-SIA, PDUs & 7 CET Hours

Seminar Fees:
SCAL / SLOTs Member: $260.00
CUC Member: $330.00
Non-member: $380.00
Less 60% off above registration fees after PIC Grant!
(fees inclusive of GST, seminar materials, 2 teabreaks and 1 lunch)

Contact SCAL Academy @
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SCAL CONTRACTS AND PRACTICE SEMINAR 2016
“Gateway to Effective Contract Administration”

PROGRAMME

Time: Agenda
8.30am Registration
9.00am Welcome Address
   by Mr Kenneth Loo, President, SCAL
9.10am Opening Address by Guest of Honour
   Dr Jimmy Koh, Past President, Honorary Life Member, SCAL
   Managing Director, Antara Koh Pte Ltd
9.20am Design and Build Procurement – the Unique Features and Risks
   by Mr Paul Wong, Partner, Rodyk & Davidson LLP
10.05am Tea Break
10.30am Effective Contract Administration: Practical Tips to Guard against Disputes
   by Mr Jonathan Choo, Partner, Bird & Bird ATMD LLP
11.15am Disputes in Construction Contracts – Adjudication, Mediation, Arbitration or Litigation?
   by Mr Chia Ho Choon Partner, Khattar Wong LLP
12.00pm Question and Answer
   Moderator – Mr Desmond Hill, Council Member and C&P Committee Advisor, SCAL
1.00pm Lunch
2.00pm Written Key Employment Terms and Itemised Payslips
   by Mr Choo Soo Teck, Consultant, Tripartite Alliance for Fair and Progressive Employment Practices (TAFPEP)
2.45pm Adjudications under the Security of Payment (SOP) Act:
   Recent Developments and Lessons Learnt
   by Mr Tay Peng Cheng, Partner, WongPartnership LLP
3.30pm Tea Break
4.00pm Extent of Contractor’s Obligations and Liabilities under Conventional Building Arrangements vs Design-Build Arrangements
   by Ms Monica Neo, Partner, Chan Neo LLP
4.30pm Question and Answer
   Moderator – Mr Desmond Hill, Council Member and C&P Committee Advisor, SCAL
5.30pm End of Programme

The Singapore Contractors Association Ltd
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For enquiries, please contact Ms Elene Yeo / Ms Tan Wei Xuan at 6793 9020
or email to elene@scal.com.sg / weixuan@scal.com.sg
SCAL CONTRACTS AND PRACTICE SEMINAR 2016

“Gateway to Effective Contract Administration”

21 July 2016 8.30am - 5.30pm Orchard Hotel

Design and Build Procurement – the Unique Features and Risks

This talk will identify the specific risks to users when design and build procurement is used in a project. The discussion will include identifying the significant characteristics of design and build procurement, the risk to owners, the risk to designers and contractors and the difficulties associated with this method of procurement.

Paul Wong
Partner, Rodyk & Davidson LLP

Paul was admitted to the Bar of Singapore in 1992 and to the Bar of Malaysia in 1998. Paul’s practice includes construction, banking and insolvency, and general commercial litigation. He has acted as counsel in numerous construction disputes, both in arbitration and litigation, with a specific emphasis on engineering related issues. His clients include developers, consultants and contractors. Beside dispute resolution, Paul advises his clients in the drafting of numerous forms of construction contracts. He has acted for main contractors in major infrastructure projects in Singapore both in an advisory role and also as counsel and these include the MRT Circle Line contracts, the Deep Tunnel Sewerage System contracts, the Marine Barrage contracts and Marina South District Cooling Plant contracts. Paul has also acted as Singapore law counsel for Public-private Partnership projects in Singapore including the SNHU Hostels project, the MOE Schools project and the Sports Hub project. Paul is a Fellow of the Chartered Institute of Arbitrators and the Singapore Institute of Arbitrators and a Member of the Malaysian Institute of Arbitrators.

Effective Contract Administration: Practical Tips to Guard against Disputes

Far too many disputes arise out of poor or improper administration of contracts. This presentation examines some of the most effective and practical tips for parties to adopt when administering their contracts in order to avoid disputes arising in the first place. The presentation will also offer course attendees practical insights on how best to conduct settlement or without prejudice negotiations in order to amicably resolve conflicts; and how best to protect their position on legal costs at an early stage.

Jonathan Choo
Partner, Bird & Bird ATMD LLP

Jonathan is a partner in Bird & Bird’s International Dispute Resolution practice. He is an experienced arbitration and dispute resolution practitioner, having been involved in a range of significant and high-value disputes and arbitrations in Singapore and abroad. His general commercial disputes background covers complex construction, projects and infrastructure, insurance (non-marine), technology, media, broadcasting and Intellectual Property disputes. Jonathan is a Director and Hon. Secretary of the Singapore Branch of the Chartered Institute of Arbitrators. Jonathan accepts appointments as arbitrator and has also been appointed by the Singapore International Arbitration Centre as arbitrator (including as sole arbitrator) on various disputes. He is dual qualified (Singapore and UK) and is a past recipient of the Law Society of Singapore Advocacy Prize.

Disputes in Construction Contracts – Adjudication, Mediation, Arbitration or Litigation?

Disputes are common in construction contracts, and various modes of dispute resolution are available. Traditionally, litigation was the primary mode of dispute resolution. For construction disputes, arbitration became the default resolution of choice. With the enactment of the Building and Construction Industry Security of Payment Act, Adjudication became immensely popular for payment claim disputes. Singapore is now actively promoting mediation. What are the advantages and disadvantages of each mode of dispute resolution? What are their processes? Which mode of dispute resolution should you choose? The speaker will attempt to answer these and more questions at the seminar.

Chia Ho Choon
Partner, Khattar Wong LLP

Chia Ho Choon is a partner in the Litigation & Dispute Resolution Department of Khattar Wong LLP with 30 years of experience in dispute resolution, and heads the Construction and Engineering Practice Group. Ho Choon obtained a diploma in International Commercial Arbitration in 2004. He is a Fellow and Vice President of the Singapore Institute of Arbitrators, a Fellow of the Chartered Institute of Arbitrators, and a Fellow of the Malaysian Institute of Arbitrators. He is an accredited Adjudicator under the Building and Construction Industry Security of Payment Act and an Associate Mediator.
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Written Key Employment Terms and Itemised Payslips

From 1 April 2016, all employers are required to issue written key employment terms (KETs) and itemised payslips to employees covered under the Employment Act. The written KETs and itemised payslips provide greater clarity and assurance to employees about their regular salary components and main employment terms and benefits. They also help employers prevent misunderstandings and minimise disputes at the workplace.

Choo Soo Teck
Consultant, Tripartite Alliance for Fair and Progressive Employment Practices (TAFPEP)

Mr Choo was with the Ministry for Manpower for more than 30 years. As an Assistant Commissioner for Labour at the Labour Court for 12 years, he has extensive experience working with employers, advising them on good employment practices. His fair and balanced approach has resolved many disputes between employers and workers amicably. An experienced adjudicator, he is able to advise employers on the correct application of the employment laws. During his term with the Ministry of Manpower, he held various appointments including Deputy Head of the Employment Pass Department. He was also responsible for the enforcement of various labour legislations.

Adjudications under the Security of Payment (SOP) Act: Recent Developments and Lessons Learnt

This seminar discusses recent developments in adjudications under the SOP Act, and examines the common pitfalls that Claimants and Respondent have found themselves in. It discusses the major lessons learnt over the last 11 years of adjudications, and how Claimants and Respondents can better prepare themselves to improve their positions in adjudications.

Tay Peng Cheng
Partner, WongPartnership LLP

Mr Tay Peng Cheng is a partner at WongPartnership LLP, who heads the firm’s Energy & Projects Practice and is the Deputy Head of the Infrastructure, Construction & Engineering Practice. His main areas of practice are litigation and arbitration, with focus on construction and engineering projects, commercial and property disputes. Peng Cheng has advised developers, contractors and consultants in construction and engineering contracts, and supply and takeoff agreements. He has represented both claimants and respondents in adjudications under the SOP Act. He is an accredited adjudicator under the SOP Act and has also been appointed to the KLRCA’s Panel of Adjudicators.

Extent of Contractor’s Obligations and Liabilities under Conventional Building Arrangements vs Design-Build Arrangements

While contractors have traditionally been engaged by the developer separately from the design consultants, it is a growing practice in recent years for developers to request contractors to undertake both design and construction liabilities under Design-Build arrangements. Both arrangements have their pros and cons and a contractor must be keenly aware of the different obligations he undertakes and the different liabilities he is exposed to in order to protect his own interests. For instance, a contractor under a Design-Build arrangement can be liable for defects even though no negligence was involved during the construction. So, how well do you know the amount of risk you are actually assuming?

This seminar will provide an overview of (a) the key differences between the traditional building arrangement and the design and building arrangement; (b) duties and obligations expected of contractors and consultants under each building arrangement (addressing in particular the fitness of the project for its intended purpose and the standard of workmanship and procurement of materials); and (c) the extent of contractors’ liability for defects under each building arrangement.

Monica Neo
Partner, ChanNeo LLP

Monica is one of the few lawyers in Singapore that dedicated her practice solely on construction and construction-related matters. Indeed, since admission to the Singapore Bar in 1993, her focus has always been on construction law and she has acted as counsel in many construction cases both in courts, arbitrations, adjudications and all forms of dispute resolutions. She has also been appointed by the Singapore International Arbitration Centre (SIAC) and the Singapore Contractors Association Ltd (SCAL) as the sole arbitrator on construction disputes, and has lectured at the Singapore and Temasek Polytechnics and tutored at the School of Architecture, National University of Singapore. She speaks regularly at building and construction law seminars and has authored and co-authored a number of books including “The Singapore Standard Form of Building Contract – An Annotation” (LexisNexis, 2000), “Construction Defects: Your Rights and Remedies” title of the Sweet & Maxwell’s Law for Layman Series (2004), and the chapter on “Construction Contracts” in Law Relating to Specific Contracts in Singapore (Sweet & Maxwell 2008).
SCAL CONTRACTS AND PRACTICE SEMINAR 2016
“Gateway to Effective Contract Administration”
21 July 2016, Thursday 8.30am - 5.30pm Orchard Hotel, 442 Orchard Road

Seminar Registration Form
Please complete the Registration Form and send the Completed form by E-mail or Fax to SCAL Academy before 15 July 2016. For further enquiries, please do not hesitate to contact:
Miss Elene Yeo | Tel: 6793 9020 | Fax: 6793 4401 | Email: elene@scal.com.sg
Miss Tan Wei Xuan | Tel: 6793 9020 | Fax: 6793 4401 | Email: weixuan@scal.com.sg

Participants Information (Please Write / Type or Print Clearly in Capital Letters)
Name: ___________________________ NRIC/WP/FIN: ___________ Designation: ________________
Name: ___________________________ NRIC/WP/FIN: ___________ Designation: ________________
Name: ___________________________ NRIC/WP/FIN: ___________ Designation: ________________
Organisation / Institution: __________________________________________ Company Reg No: __________
Address: _____________________________________________________________
Contact Person: ___________________ Tel : (Office) ___________ (Mobile) ____________
Fax: ____________________________ Email: _______________________________

Registration Fees per participant (Please tick the appropriate box)
(Less 60% off below registration fees after PIC Grant!) for more information please contact IRAS
SCAL/SLOTS Member □ $260.00
CIJC Member (ACES, IES, REDAS, SIA, SIBL, SISV, SPM) □ $330.00
Non-Member □ $380.00
Note: All rates quoted in Singapore Dollars (SGD). The registration fees include of 7% GST, Seminar Materials, Tea Break and Lunch.

Payment
By crossed cheque made payable to “SCAL Academy Pte Ltd” and send to SCAL Academy @ 150 Neil Road, Singapore 088879. Please indicate for “Gateway to Effective Contract Administration” behind the cheque.

Terms and Conditions

1) Written notice of replacement or withdrawal must be given at least 7 Days before the event date with a penalty charge of 50% of the registration fees for withdrawal. For any replacement, $50 will be charged per participant replacement.

2) There will not be any refund or credit on fee paid.

3) Speakers, topics and venue are correct at the time of printing. SCAL reserve the right to substitute any of the speakers, cancel or change the content, venue and timing of the forum for reasons beyond its control.

_________________________________________  ____________________________  __________________
Name / Authorized Signature / Designation  Company Stamp (if applicable)  Date

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