Construction Contract Administration and Management Workshop
30th September 2016, Singapore

Managing contracts has become part of our daily jobs and ignorance is not a privilege. It has become even more important now for contract managers to clearly understand contract law as contracts can also be made electronically via email or over the internet. Proper management and administration of a contract is crucial in order to reduce your risk exposure to legal claims.

This workshop will review construction contracts (including draft aspects and resolving uncertainties), its administration and management during the different phases/stages of the project delivery process, and explore the various claims and appropriate dispute resolution.

Laures Solutions recognizes that the skillful management of a contract determines the outcome of any defects, delay, failure and claims. Construction Contract Administration & Management workshop will equip you with strong knowledge of contract terms and conditions that will help you save money and avoid disputes! Register now and start building up on that knowledge now.

**Attend Contract Administration and Management Workshop Now to:**

- Understand how to minimize heavy losses by incorporating key insurance and indemnification provisions in contracts
- Learn effective ways of drafting and managing different stages of construction contracts
- Be an expert on negotiation and tendering techniques
- Identify effective and efficient ways of managing claims and disputes
- Learn the basic elements of planning and controlling potential disputes
- Comprehend the practical and legal coverage of all aspects of construction contract management

**Who Should Attend**

Architects, Contractors, Consultants, Developers, Project Managers, Management Corporations, Quantity Surveyors, Engineers, Construction Managers, Contract Administrators, Builders and Construction Professionals, both Legal and Non-Legal Professionals from the Construction and Building Industries

**Workshop Leader**

**Facilitator Profile**

Anil a Mediator and Arbitrator, has been in practice since 1995 graduating as a Barrister of England and Wales (Middle Temple) and a five-year career as an infantry officer with the Singapore Armed Forces before that. He has also worked in house Counsel with Davis Langdon & Seah (Quantity Surveyors, now parts of ARCADIS, a leading global design & consultancy firm for natural and built assets) and with the arbitration practice group of the international law firm Lovells Lee and Lee.

His work currently involves commercial, civil, corporate & criminal dispute resolution and front end advisory work with a focus on Construction and Infrastructure works, and trained in International Investment Treaty Arbitration. He represents parties in Singapore and the region including Australia, China, Hong Kong, India, Indonesia, Pakistan, Philippines, Sri-Lanka and Vietnam.

Conversant with Mandarin, Malay, Tamil and Malayalam besides English, he is also the Chairman of the Society of Construction Law(Singapore) 2012- 2014, honorary treasurer of the Singapore Institute of Arbitrators 2011-2013, and honorary legal advisor to the Singapore Institute of Architects and Singapore Institute of Valuers & Surveyors, he established the law chambers CHANGAROTH CHAMBERS LLC on 1st July 2014, focusing on Counselling the Business and the Business of Counselling with Appropriate Dispute Resolution.
Program Agenda

8.30am  Registration Starts

9.00am  Opening
Construction Contract Standard Models and Forms
• Construction Contracts & its essentials
• Construction Contract types and models
• Essentials of Standard Forms – types, use and amending

10.30am  Morning Refreshments

11.00am  Construction and Contractual terminologies
• Purpose for Agreements & Contracts
• Standard English
• Legally Binding
• Structure - Provisions & Interpretation
• Tendering

12.30pm  Lunch

1.30pm  Administering & Managing Construction Contracts with specific provisions
• Administration process
• Managing Specific Provisions of Concern

3.00pm  Afternoon Refreshments

3.30pm  Considering and Managing Claims via Appropriate Dispute Resolution
• Types & Purpose of ADR
• Mediation & Conciliation
• Neutral Evaluation
• Expert Determination
• Dispute Resolution Boards
• Adjudication vs Arbitration vs Litigation

5.00pm  End of Contract Administration and Management Workshop

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Researched & Convened By
Laures Solutions
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EASY WAYS TO REGISTER

- Call: +65 91388967
- Email: michelle@lauressolutions.com
- Mail us at 19 Sin Ming Walk #07-09 Singapore 573914

SEMINAR DETAILS

Seminar: Construction Contract Administration and Management

Date: 30th September 2016
Time: 9am to 5pm
Venue: HDB Centre of Building Research, Main Building, 10 Woodlands Ave 8, Singapore 738973

DATE

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<tr>
<td>30th September 2016</td>
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<td>SGD 600 nett</td>
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<td>Early bird fee $550 (ends 26th August 2016)</td>
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TERMS & CONDITIONS

1. Fees are inclusive of program materials and refreshments.
2. Payment Terms: Following completion and return of the registration form, full payment must be received prior to the conference date. A receipt will be issued on payment. Due to limited conference space, we advise early registration to avoid disappointment.
3. You may substitute delegates at any time at no extra cost.
4. All cancellations must be received in writing by mail or fax 28 days prior to the event or 100% cancellation fee applies. Non-payment or non-attendance does not constitute cancellation. By signing this contract, the client agrees that in case of dispute or cancellation of this contract that Laures Solutions will not be able to mitigate its losses for any less than 50% of the total contract value. If, for any reason, Laures Solutions Pte Ltd decides to cancel or postpone this conference, Laures Solutions is not responsible for covering airfare, hotel or other travel costs incurred by clients. The conference fee will not be refunded, but can be credited to a future conference. Event program content is subject to change without notice.
5. All intellectual property rights in all materials produced or distributed by Laures Solutions in connection with this event is expressly reserved and any unauthorized duplication, publication or distribution is prohibited.
6. Client confirms that it has requested and consented to Laures Solutions retaining client information on Laures Solutions database to be used by Laures Solutions and passed to selected third parties, to assist in communicating products and services which may be of interest to the client. If the client wishes to stop receiving such information please inform Laures Solutions local office or email michelle@lauressolutions.com
7. All speakers and topics are correct at the time of printing. Laures Solutions reserves the right to substitute speakers and cancel or alter the content and timing of the programme for reasons beyond its control.

PAYMENT METHODS

A confirmation note will be sent upon receipt of your registration. Please note that full payment must be made upon receipt of the invoice and prior to the event.

All cheques to be made payable to:

Laures Solutions Pte Ltd:
19 Sin Ming Walk, #07-09 Singapore 573914