

Claims and Counterclaims

REGISTRATION FORM

Name:
Organization: Department:
Position: Email:
Field of Experience: Years of Experience:
Address:
Telephone: Mobile: Fax:

Course Title	Duration	Date & Venue	Timing	Course Fees
Claims and Counterclaims	5 days	25-29 September 2011 Crowne Plaza Hotel, Kingdom of Bahrain	8:00 a.m to 4:00 p.m	BD 550 or US\$ 1,485

Promo & Discounts for early bird registration until 5th September 2011:

- Individual registration (**Non-Sponsored**) - 10% Discount
- Group registration composed of five (5) delegates for Ministries & Companies - 15% Discount
- BSE Active Members (**Non-sponsored**) - 20% Discount
- Free seat for BSE active member (*For more details, please contact training officer*)

Note:

- For Individual/ overseas, payment shall be received upon submission of the completed registration form.
- In order to confirm the registration, Companies must arrange the following:
 - a.) 25 % Advance payment 2 weeks prior to the course (**Non-refundable**)
 - b.) 75% as full payment (1 week prior to the course)
- No Show of participant/s during the course will be charged in full amount accordingly.
- Cancellation of participant/s shall be submitted in writing to BSE ten days (10 days) before the course.

Method of payment:

- Invoice the Organization (Please attach the authorization)
- I enclose a Banker's Draft payable to Bahrain Society of Engineers-Training Centre
- Bank Transfer: A/C No: 99098911 - National Bank of Bahrain-Manama Main Branch
- Please Debit to Amex: _____ Diner's Club: _____ Visa: _____ Master Card: _____
(Additional 3% will be charged)

Card Number:..... Expiry Date:.....
Card Holder's name and address (if different from above)
.....
Signature..... Date:.....

Please send this completed form to:
Training Officer, Bahrain Society of Engineers
P. O. Box 835, Manama, Bahrain, Tel: +973 17-810725 or 17-727100, Fax: +973 17-827475
Email: ruth@mohandis.org

Claims and Counterclaims

Five (5) Days Training Workshop
25-29 September 2011
Crowne Plaza Hotel, Kingdom of Bahrain



Organized by:
Training Centre
Bahrain Society of Engineers
Tel: +973 17-810725 or 17-727100, Fax: +973 17-827475
Email: ruth@mohandis.org / Website: www.mohandis.org

Claims and Counterclaims

Objectives:

By the end of the program, participants will be able to Identify and avoid causes for contractual Claims and they will be able to understand the following:

- Causes of claims
- Recognize the different types of claims and how to prevent and / or deal with each type.
- Understand the different approaches to claims handling including attentive dispute resolution.
- Practice and discuss, through real case studies (Real life), all aspects of handling and resolving contractual claims.
- How to prepare claims, counter claims

- Consultants
- Contractors
- Architects
- Contract administrators in public & private sectors
- Civil Engineers
- Quantity surveyors
- Project lawyers
- Projects managers

Course Methodology:

- Real life examples relating to the training materials shall be presented by the instructor and discussed by the group.
- Teaching strategies will involve interactive and participant-centered discussions. Group and pair-work structured exercises for each learning module, and Power Point Presentations. Moreover, the training methodology will be based on the following techniques:

- a. Brainstorming*
- b. Case studies*
- c. Group discussions*
- d. Reading assignments*
- e. Participant's presentations*

Who Should Attend?

The program is designed for all those involved in implementing contracts and handling claims and change orders, also those involved in any step of contract preparation and this includes administration for them to appreciate the importance of a well prepared contract.

Course Lecturer:



Dr. Munther Saket

Dr. Munther Saket has a PhD in Construction Management from the University of Dundee and is currently the Deputy General Manager and Lead Management and Contracts Consultant at Allied Planning and Engineering Corporation. He has extensive experience in Construction Contracts Consultancy, Project

Management Services (EPCM) for various construction projects and Planning and Progress Follow-up Services for various construction projects. He has also worked as Management Consultant (International Expert) with Turin Center – International Labour Organization; Provided management consultancy services in Yemen. Provided numerous training courses in Procurement and Project Management and in Construction Contracts in Turin (Italy), Zagreb (Croatia), Amman (Jordan) and Sana'a (Yemen). He has also worked as Arbitrator in various Construction Disputes. He is also an active member of the Jordan Engineers Association and the Jordanian Arbitrators Society.

Course Outline:

- The contract environment.
- What is a claim, counterclaim?
- Nature of claims and basic requirements.
- Procedure for claims.
- Claims management and how to avoid claims.
- Claims types:
 - a. Claims of the contractor.
 - b. Claims of the employer.
 - c. Claims of the engineer.
- Settlement of disputes.
- Amicable settlement.
- The Dispute Adjudication Board (DAB).
- Arbitration.
- Real life examples and case studies.

Course Fee:

BD 550 or US\$ 1,485 (Inclusive of snacks, buffet lunch, certificate of attendance & course handout)

Attendance Policy: Only Participants with at least 80% attendance report shall be entitled to Certificate of Attendance.