

## Contract Leadership for Non-Legal Professionals

*Vienna (Austria)*

*23 - 27 September 2024*

UK Training

# PARTNER



## Contract Leadership for Non-Legal Professionals

Code: LD28 From: 23 - 27 September 2024 City: Vienna (Austria) Fees: 4400 Pound

### Introduction

If you are working in a commercial organisation, you need to understand contracting. Every person in a commercial organisation deals with contracting in everyday business life. This training course will ensure that you develop your contracting awareness and skills. This training course is essential for all personnel within the organisation. Every organisation relies on contracts to protect the interests of the company and manage risk effectively. It is imperative that everyone in the organisation understands the issues and processes involved in a contracting scenario.

### Course Objectives - Contract Management for Non-Legal Professionals

- Recognise the appropriate contracting strategy to adopt
- Show how contracting techniques can be used in different situations
- Improve the ability of managers to analyse contracts
- Illustrate some of the pitfalls that exist within contracting
- Control contract negotiations more effectively

### Course Outlines - Contract Management for Non-Legal Professionals

#### Day 1

##### The Basis of Contracting

- Why we use contracts
- Legal requirements for a valid contract
- Oral contracts
- Electronic contracts
- Terms and conditions of the contract
- Authority to contract

#### Day 2

##### Risk and Different Contracting Types

- How to assess and manage risk
- Traditional contract types
- Modern contract types
- Bonds and Guarantees
- Letters of Intent



- Which Law?

### Day 3

#### Major Contract Terms

- Obligation to perform
- Defective goods
- Liability issues
- Indemnities and Insurance
- Intellectual property
- Force Majeure

### Day 4

#### Changes and Variations, Payment and Close-out Issues

- Changes and Variations
- Payment issues
- Letters of Credit
- Warranty claims
- Suspension and Termination
- Contractual issues on close out

### Day 5

#### Negotiation, Avoidance, and Resolution of Disputes

- Negotiation, compromise, and settlement
- Litigation
- Arbitration
- Mediation
- Expert Determination
- Dispute Review Boards



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International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom



+44 7401 1773 35  
+44 7480 775526



Sales@blackbird-training.com



www.blackbird-training.com

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