

CCMS Certification Prep: Contract Lifecycle, Risk, Claims & Ethics

Duration: 5 Days

Language: en

Course Code: PO5 - 118

Objective

Upon completion of this course, participants will be able to:

- Identify key steps in the contracting process.
- Prepare and plan contracts effectively.
- Manage contracts using appropriate tools and techniques.
- Resolve disputes amicably and manage risks effectively.

- Enhance contract performance through continuous improvement and effective relationship management.

Audience

This course is intended for:

- Contract managers
- Procurement professionals
- Supplier personnel
- Individuals with contract management responsibilities

Training Methodology

This course uses a variety of adult learning styles to aid full understanding and comprehension. Participants will review case studies to highlight key areas of importance and possible areas for faults. They will be supplied with the best tools required for learning exercises to improve their skills. Participants will analyse the examples to understand how these skills, techniques and methods apply in the workplace.

Summary

This 5-day course on Certified Contract Management Specialist (CCMS) equips participants with the essential skills and knowledge for effective contract management. It covers the entire contract lifecycle, focusing on risk management, performance management, and dispute resolution. Through interactive workshops, participants will gain practical insights into best practices and tools for managing contracts and relationships.

Course Content & Outline

Section 1: Introduction to Contract Management

- Understanding contract management and its importance
- Key principles and definitions
- The contracting process overview

Section 2: Contract Preparation and Planning

- Planning and developing the scope of work
- Identifying sourcing options
- Types of contracts and their implications

Section 3: Contract Administration

- Tools and techniques for effective contract administration
- Avoiding disputes during implementation
- Performance management tools: KPIs and SLAs

Section 4: Risk Management and Dispute Resolution

- Managing risks in supplier contracts
- Business continuity planning
- Collaborative and alternative dispute resolution methods

Section 5: Performance and Relationship Management

- Continuous improvement in contract performance
- Effective supplier and stakeholder relationship management
- Contract Health check, SWOT analysis, and benchmarking

Certificate Description

Upon successful completion of this training course, delegates will be awarded a Holistique Training Certificate of Completion. For those who attend and complete the online training course, a Holistique Training e-Certificate will be provided.

Holistique Training Certificates are accredited by the British Assessment Council (BAC) and The CPD Certification Service (CPD), and are certified under ISO 9001, ISO 21001, and ISO 29993 standards.

CPD credits for this course are granted by our Certificates and will be reflected on the Holistique Training Certificate of Completion. In accordance with the standards of The CPD Certification Service, one CPD credit is awarded per hour of course attendance. A maximum of 50 CPD credits can be claimed for any single course we currently offer.

Categories

Law, Contracts and Legalities, Management & Leadership, Project Management

Tags

contract management

Related Articles



Best courses on contract management

Learning contract management is essential for professionals negotiating, drafting, and managing agreements. It involves understanding legal frameworks, creating effective processes, managing financial aspects, and ensuring compliance. This knowledge enhances organizational efficiency, mitigates risks, and improves business relationships.