

PROJECT & CONSTRUCTION MANAGEMENT

17th Annual International Conference

"LATEST BEST PRACTICES"

INTRODUCTION

Project Managers operate in a dynamic world of continuous change, with crushing deadlines, budget constraints and performance standards, distracting organisational conflicts, and seemingly endless crises.

The management of projects requires personal skills and an ability to organise. To effectively manage demands that one has knowledge of the principles and processes necessary for successful control and direction. This conference is intended for everyone with an interest in project management and a desire to improve their knowledge and understanding of the practices and concepts of project management. The conference will target the latest information, practices and hands-on expertise associated with the discipline of project management. This intensive and Interactive two-weeks program will provide you with proven tools and techniques to meet project objectives on time and within budget.

WHAT YOU WILL ACHIEVE?

On completion of the conference, you will:

- Understand the core principles of project management and their application towards the effective management of projects
- Understand the differences between management and project management and appreciate why management and/or technical skills alone are insufficient
- Appreciate the importance of the early project stages, such as risk analysis, stakeholder analysis and brief and scope definition, on the efficient operation of the project and its eventual success
- Gain knowledge of the advanced time management/project planning technique of Critical Chain Buffer Management and appreciate how this technique might enable you to save up to 25% normal project duration

OBJECTIVES

You will receive a results-oriented step-by-step approach to managing the dual challenges of Project Management:

- Project Planning, Organisation, Executing and control
- Leadership and Motivational techniques for team building and handling conflict

PRESENTERS

Dr. Jamal F. AlBahar, PMP, AVS

Registered Arbitrator Dubai, U.A.E. and Kuwait - Associate Value Specialist, SAVE, USA

Active Member: PMI, CMAA, AACE, AAA, PMA, SAVE, CSI, President, PROMIS- Project Management Engineering Systems

Dr. Al Bahar, is a regional expert in project management applications and a well recognized consultant in construction contracts and claims analysis. Dr. AlBahar is a frequent regional and international speaker on subjects related to project management, construction contracts, tendering procedures, claims analysis/evaluation, arbitration, and value engineering. Dr. AlBahar has conducted over 500 public and in-house training courses in the last 20 years on subjects related to contracts, claims analysis and pricing, project management, value engineering, budgeting and cost estimating, and effective project administrative procedures. Dr. AlBahar is a registered arbitrator in Kuwait, Bahrain and the U.A.E

Anthony F Caletka

Managing Director, GREYHAWK

Bachelor of Science Engineering (Magna Cum Laude), SUNY / BCC, AAS, Civil Engineering Technology

Anthony has 21 years of experience providing program, project, and construction management. He has performed forensic delay and disruption analysis as well as due diligence audits on large EPC and PFI projects and provides project management, claims avoidance and dispute resolution services on projects related to power, marine, commercial, telecommunication and financial trading /exchange facilities; road, rail and air transportation; sports stadia; water treatment and de-watering; and site remediation/clean-up projects.

A co-author of the groundbreaking SCL Protocol on Delay and Disruption, as well as Delay Analysis in Construction (Wiley/Blackwell) Anthony is skilled at providing independent technical analyses which create an environment for settlement on particularly contentious projects. He has provided both written and verbal expert evidence in arbitration (ICC, ICE & UNCITRAL), litigation, and dispute review boards representing sub-contractors, joint ventures, PFI/PPP consortia, design/build contractors, construction managers, and employers.

PROJECT & CONSTRUCTION MANAGEMENT

17th Annual International Conference

"LATEST BEST PRACTICES"

PROGRAM

DAY ONE

1. WHAT IS PROJECT MANAGEMENT?

- Understand the difference between classical and project management
- Appreciate when project management techniques should be implemented
- Be aware of the Project Management Body of Knowledge (PMBOK)
- Appreciate the strengths and weaknesses of the various organisational forms
- Project management five processes

2. PROJECT LIFE CYCLE AND STAKEHOLDERS

- Appreciate the significance of the cost influence curve and the need for appropriately timely decisions.
- Appreciate the components of the main project phases of initiation, concept, evaluation and definition.
- Understand the importance and impact of project stakeholders

3. PROJECT SCOPE MANAGEMENT

- Be able to apply the 5 critical scoping questions to determine the scope of a project
- Understand the importance of a comprehensive project scope
- Scope verification
- Scope change control

DAY TWO

4. PROJECT TIME MANAGEMENT

- Appreciate the importance of time control in a project
- Project schedule development and control
- Gain an understanding of basic time management techniques for use on projects
- Understand the importance of time management in the administration, control and planning of a project
- Critical Chain project management

DAY THREE

5. PROJECT COST MANAGEMENT

- Gain a basic understanding of cost estimating
- Understand the function of cost plans on a project
- Resource Planning
- Cost Budgeting
- Cost control

6. PROJECT QUALITY MANAGEMENT

- Appreciate quality assurance as a management tool
- Understand the implementation steps for a quality management plan
- Understand the importance of quality to the client and provider
- Appreciate the importance of the commissioning phase of a project
- Understand the commissioning process

DAY FOUR

7. PROJECT HUMAN RESOURCE MANAGEMENT

- Understand the process of organisational planning.
- Understand the key issues with regards to consultant/supplier prequalification
- Understand consultancy contracts and the key management issues
- Appreciate the issues to be considered when accessing suppliers to the project
- Motivation and Building effective project teams

8. PROJECT COMMUNICATION MANAGEMENT

- Appreciate the importance of project communications management

- Become aware of the common project reports
- Understand the function of project meetings and appreciate the key issues for successful meetings
- Project performance reporting
- Project administrative closure

DAY FIVE

FIRST TECHNICAL SITE VISIT

You will visit a large construction site to enhance your tools & techniques of project management

DAY SIX

9. PROJECT RISK MANAGEMENT

- Appreciate where risk arises in a project
- Be able to develop appropriate risk management strategies for risk in projects
- Risk Management Planning
- Risk Identification
- Qualitative Risks Analysis
- Quantitative Risks Analysis
- Risk Response Planning
- Risk Monitoring and control

DAY SEVEN

10. PROJECT PROCUREMENT MANAGEMENT

- Understand the basics of the various procurement/contractual forms
- Be able to select an appropriate form of contract for a project
- Contract Types
- Contract Administration
- Contract Closeout

DAY EIGHT

11. PROJECT CLAIM MANAGEMENT

- Claim Management describes the processes required to eliminate or prevent construction claims from arising and for the expeditious handling of claims when they do occur
- Claim Identification
- Documentation
- Claim Quantification
- Time Extension
- Claim Prevention
- Changes/Variations
- Claim Resolution

DAY NINE

12. PROJECT PARTNERING

- Project Partnering
Who, process, techniques, attitudes
- Strategic Partnering
When, process, techniques
- Communications Procedures
- Legal & Contractual Issues
Partnering charter
- Problems with Partnering & Alliance contract
- Partnering Risks

DAY TEN

SECOND TECHNICAL SITE VISIT

You will visit a large construction company to enhance your tools & techniques of project management