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COURSE BROCHURE

# Advanced Commercial Contract Lifecycle Practices Training Course

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Singapore

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Registered in the United Kingdom and Saudi Arabia

# Advanced Commercial Contract Lifecycle Practices Training Course

**Ref:** 128_3308 **Date:** 6 – 17 September 2027 **Location:** Singapore **Fees:** 12000 GBP

Commercial Contract Lifecycle Practices is a 2-week advanced training course for contract managers, commercial managers and procurement leads who follow each agreement through the lifecycle stages of the WorldCC body of knowledge, and it ends with each participant completing a contract lifecycle control plan. Organisations now carry more value and exposure inside supplier agreements than inside their own assets. Jupiter Prime Training delivers this practitioner track on commercial contract lifecycle practices.

## Why Commercial Contract Lifecycle Practices Matter Now

Three forces shape the discipline today. Supply chains are longer and more fragile, so a missed notice or an unpriced variation travels quickly into cost and schedule. Finance and audit functions expect contract value to be tracked as closely as budgets. Suppliers, meanwhile, expect a counterparty that administers fairly and promptly. Organisations that manage contracts well recover value and avoid disputes; those that treat signature as the finish line leak margin through scope creep, late claims and weak close-out. The course draws on the lifecycle stages of the World Commerce & Contracting WorldCC body of knowledge, from initiate and bid through negotiate, agree and manage, and on the variation and notice logic of International Federation of Consulting Engineers FIDIC forms.

## Who Gains Most from Commercial Contract Lifecycle Practices

- Owners of post-award contract administration for major supply, service or construction agreements
- Commercial leads accountable for margin, pricing adjustments and change valuation
- Procurement leads who hand awarded contracts to delivery teams and must protect the negotiated position
- Project and asset managers who issue instructions that alter contract scope or timing
- Legal and risk advisers who support notices, entitlement and termination decisions

A contracts or commercial department gains most when its procurement, delivery and legal members attend together and leave with one shared way of handing over, administering and closing agreements.

## Commercial Contract Lifecycle Practices Capabilities

Participants move from reading a contract as a legal text to operating it as a control instrument with owners, triggers and measures.

- Assess the risk allocation of a contract before award — sourcing and approval committees
- Design a handover pack that turns terms into owned tasks — delivery managers
- Build KPI and service credit schedules linked to payment — finance controllers
- Apply notice, variation and change control procedures on time — project sponsors

- Weigh settlement, escalation and termination options in a dispute — senior commercial leaders
- Specify close-out, lessons and records steps for audit — internal audit and contract owners

## Key Commercial Contract Lifecycle Practices Terms

- Contract lifecycle — the sequence of stages from identifying need, through award and performance, to close-out and lessons captured.
- Risk allocation — the deliberate assignment of each foreseeable risk to the party best able to control or price it.
- Variation — a formal change to scope, quantity, quality or timing instructed under the contract's change mechanism.
- Time bar — a contractual condition that removes a party's entitlement if a notice is not given within the stated period.
- Service credit — a pre-agreed payment deduction applied when a supplier misses a defined performance level.
- Contract close-out — the formal completion of obligations, final account, release of securities and archiving of records.

## Commercial Contract Lifecycle Practices Day by Day

## Day 1: The Contract Lifecycle in Context

- Lifecycle Stage Model — Where Value Is Won Or Lost
- Contract Portfolio Segmentation — Matching Oversight Effort To Exposure
- Roles And Authority Matrix — Who Can Instruct And Approve
- Contract Value Leakage Patterns — Prioritising Control Weaknesses
- Maturity Self-Assessment — Setting The Department's Improvement Baseline

## Day 2: Pre-Award Planning and Contract Strategy

- Requirement Definition And Specification Quality — Avoiding Later Variations
- Contract Model Selection — Lump Sum, Remeasured Or Cost Reimbursable
- Market Engagement Findings — Shaping Achievable Commercial Terms
- Evaluation Criteria Weighting — Balancing Price Against Delivery Capability
- Award Recommendation Paper — Securing Approval With Visible Trade-Offs

## Day 3: Risk Allocation and Key Clauses

- Risk Register Linked To Clauses — Testing Who Bears Each Risk
- Liability Caps And Indemnities — Sizing Exposure Against Contract Value
- Insurance And Security Instruments — Choosing Bonds, Guarantees Or Retentions
- Force Majeure And Change In Law — Handling Events Beyond Control
- Termination Rights Map — Knowing Exit Routes Before They Are Needed

## Day 4: Mobilisation and Contract Handover

- Handover Pack Structure — Turning Terms Into Owned Delivery Tasks
- Obligations Register — Tracking Deliverables, Notices And Approvals
- Kick-Off Meeting Agenda — Aligning Both Parties On Administration Rules
- Document Control And Correspondence Protocol — Preserving Evidence For Entitlement
- Contract Summary Sheet — Briefing Stakeholders Who Will Not Read Contracts

## Day 5: Performance Measurement and KPIs

- KPI Design From Outcome Statements — Measuring What The Contract Values
- Service Level And Service Credit Schedules — Linking Performance To Payment
- Supplier Performance Review Cycle — Escalating Before Failure Becomes Breach
- Balanced Scorecard For Contracts — Weighing Cost, Quality And Relationship
- Performance Data Sources — Deciding What Evidence Is Reliable

## Day 6: Payments, Valuation and Financial Control

- Payment Mechanisms And Milestones — Protecting Cash Flow On Both Sides
- Interim Valuation And Certification — Approving Work Actually Delivered
- Price Adjustment And Indexation Clauses — Responding To Input Cost Movement
- Retention And Advance Payment Controls — Limiting Financial Exposure
- Contract Cost Forecast — Reporting Final Account Position Early

## Day 7: Variations and Change Control

- Change Request Workflow — Separating Instructions From Informal Requests
- Variation Valuation Methods — Rates, Fair Valuation Or Agreed Quotation
- Impact Assessment On Time And Cost — Approving Change With Full Visibility
- Change Log And Authority Limits — Preventing Unauthorised Scope Growth
- Variation Lessons From FIDIC Forms — Applying Notice Discipline To Any Contract

## Day 8: Claims, Notices and Entitlement

- Notice Calendar And Time Bar Tracking — Protecting Entitlement Rights
- Claim Substantiation Structure — Linking Cause, Effect And Evidence
- Extension Of Time Assessment — Testing Delay Claims Against Schedule Records
- Counter-Claim And Set-Off Review — Responding To Supplier Claims Fairly
- Claims Register — Reporting Contingent Exposure To Leadership

## Day 9: Dispute Avoidance, Escalation and Close-Out

- Escalation Ladder Design — Resolving Issues At The Lowest Level
- Negotiated Settlement Options — Weighing Commercial Against Legal Outcomes
- Mediation, Adjudication And Arbitration Routes — Choosing The Right Forum
- Final Account And Release Of Securities — Closing Financial Exposure
- Lessons Learned Review — Feeding Insight Into The Next Contract Strategy

## Day 10: Practising the Contract Lifecycle Control Plan

- Risk Allocation Test On A Live Agreement — Confirming Control Priorities
- KPI And Payment Linkage Review — Validating The Performance Regime
- Change And Claims Procedure Walk-Through — Rehearsing Notice Discipline
- Governance And Escalation Routes — Naming Owners And Decision Forums
- Contract Lifecycle Control Plan — Completing The Plan For Peer Challenge

## Applying Commercial Contract Lifecycle Practices After the Course

- Rebuild the obligations register and notice calendar for one high-value contract and brief its delivery owners on their deadlines.
- Run a variation and claims health check across the contract portfolio and report contingent exposure to the commercial lead.

## Commercial Contract Lifecycle Practices Questions FAQ

### What are commercial contract lifecycle practices, and why do they matter now?

Commercial contract lifecycle practices are the methods that turn a signed agreement into controlled delivery, covering risk, performance, payment, change, claims and close-out. They matter now because more organisational value and exposure sits inside supplier contracts, so weak post-award control quickly becomes lost margin or dispute.

### Which roles gain most from commercial contract lifecycle practices training?

Contract managers, commercial managers and procurement leads gain most, because they own the agreement after award. Project managers who issue instructions and legal advisers who support notices also benefit, especially when they learn the same administration rules as the commercial team.

### How does advanced commercial contract lifecycle practices training differ from a course on AI tools for contracts?

It follows each lifecycle stage as a practitioner track built on commercial judgement rather than software. A course on AI tools for contracting centres on drafting and review automation; this course tests how experienced practitioners allocate risk, value variations, protect entitlement and close out agreements.

### What do you bring back from commercial contract lifecycle practices training?

You bring back a contract lifecycle control plan for one of your own agreements, with owners, KPIs, change and claims procedures and escalation routes. It gives your department a template it can apply to its other high-value contracts.

## Commercial Contract Lifecycle Practices: The Way Forward

The contract lifecycle control plan is first used to decide which obligations, notices and KPIs need named owners in the coming quarter. Contract owners, finance controllers and delivery managers all work from it. After its first full reporting cycle, revisit the risk allocation assumptions and the escalation routes, because real variations and claims show where the original plan was too optimistic.