JUPITER PRIME

Consulting • Training • Advisory

جوبيتر برايم للاستشارات والتدريب

COURSE BROCHURE

Maintenance Contractor Prequalification, Safety and Performance Training Course

1 – 5 November 2027
Paris

Maintenance Contractor Prequalification, Safety and Performance Training Course

Ref: 981_37138 **Date:** 1 – 5 November 2027 **Location:** Paris **Fees:** 6900 GBP

Maintenance Contractor Prequalification, Safety and Performance is a 1-week training course for maintenance, shutdown and project managers who supervise contractors, ending with a contractor performance management plan. As more plant work moves to external crews, organisations carry the safety exposure and cost of every weak contractor choice. Jupiter Prime Training delivers this course in Maintenance Contractor Prequalification, Safety and Performance.

Why Maintenance Contractor Prequalification, Safety and Performance Matters Now

Three pressures meet on every maintenance contract today: a shrinking in-house craft workforce that pushes specialist tasks to vendors, owners who remain accountable for contractor injuries on their premises, and finance teams challenging variation orders and claims after each campaign. A site that selects, inducts and measures contractors well keeps permits clean, schedules intact and invoices predictable; a site that does not inherits incidents, rework and disputes. The course draws on the asset management principles of ISO 55001, the maintenance vocabulary of EN 13306 and industry metric definitions for maintenance and reliability performance.

Who Gains Most from Maintenance Contractor Prequalification, Safety and Performance

- Managers who approve which vendors may tender for technical tasks
- Shutdown and turnaround leads who mobilise several contractor crews within a fixed outage window
- Project managers who own scope, variations and close-out on technical contracts
- Safety coordinators who run contractor inductions, permits and site audits
- Contract holders who sign off monthly performance scores and payment certificates

Site leadership groups gain most when the maintenance manager, the shutdown lead and the contract holder attend together.

Maintenance Contractor Prequalification, Safety and Performance Capabilities

Participants move from vendor screening to on-site oversight and commercial follow-through, all on maintenance and technical scopes.

- Apply weighted prequalification questionnaires to screen vendor capability and safety record — tender shortlists
- Specify scope of work and select a contract model per task — procurement and engineering sponsors
- Design contractor induction, permit and supervision ratios — site safety owners
- Build a contractor scorecard with leading and lagging KPIs — monthly review meetings
- Assess variation requests and claims against scope and evidence — commercial approvers
- Communicate performance findings and corrective actions to vendors — contract renewal decisions

Key Maintenance Contractor Prequalification, Safety and Performance Terms

- Prequalification — screening of a vendor's technical capability, financial standing and safety history before it may bid.
- Scope of Work — the document defining tasks, boundaries, deliverables and acceptance criteria a contractor must meet.
- Contractor Induction — site-specific briefing on hazards, permits and rules that every contractor worker completes before starting.
- Permit to Work — a written authorisation that controls hazardous tasks, isolations and handover between operations and contractors.
- Contractor Scorecard — a periodic rating of a vendor on safety, quality, schedule and cost indicators.
- Variation Order — an approved change to contract scope, price or time, raised when work differs from the original scope.

Maintenance Contractor Prequalification, Safety and Performance Day by Day

Day 1: The Outsourced Maintenance Landscape

- Make-or-Buy Assessment — Deciding Which Maintenance Tasks Go to Contractors
- ISO 55001 Asset Management Context — Linking Contractor Scopes to Asset Objectives
- EN 13306 Maintenance Terminology — Aligning Contract Language with Maintenance Types
- Contractor Risk Profiling — Ranking Tasks by Safety and Operational Exposure
- Owner and Contractor Responsibility Matrix — Clarifying Duties Before Mobilisation

Day 2: Prequalification and Contract Strategy

- Prequalification Questionnaire Design — Weighting Capability, Finance and Safety Criteria
- Vendor Safety Record Review — Interpreting Incident Rates and Audit Findings
- Scope of Work Drafting — Defining Boundaries, Deliverables and Acceptance
- Contract Model Selection — Lump Sum, Unit Rate or Reimbursable Terms
- Tender Evaluation Scoring — Balancing Technical Merit Against Commercial Offer

Day 3: Safety Onboarding and Field Supervision

- Contractor Induction Content — Covering Site Hazards, Rules and Emergency Response
- Permit to Work and Isolation Interfaces — Controlling Handover Between Crews
- Supervision Ratio Planning — Matching Oversight to Task Risk Level
- Field Safety Observation Rounds — Spotting Unsafe Acts Before Incidents
- Shutdown Mobilisation Checklist — Readying Multiple Contractor Crews for Outages

Day 4: Performance KPIs and Claims Control

- Contractor Scorecard Design — Choosing Leading and Lagging Performance Indicators
- Work Quality Verification — Inspection, Rework Tracking and Acceptance Sign-Off
- Schedule Adherence Tracking — Measuring Contractor Progress Against Planned Work
- Variation Order Assessment — Testing Changes Against Original Scope Evidence
- Claims Prevention and Resolution — Using Records, Notices and Negotiation Steps

Day 5: Practising the Contractor Performance Management Plan

- Vendor Shortlist Exercise — Applying Prequalification Criteria to Sample Bidders
- Case Study from Petrochemicals and Utilities — Contractor Incident During Turnaround
- Monthly Performance Review Simulation — Presenting Scorecards and Corrective Actions
- Contract Close-Out and Lessons Register — Feeding Results into Future Tenders
- Contractor Performance Management Plan — Completing Prequalification, Safety and KPI Sections

Applying Maintenance Contractor Prequalification, Safety and Performance After the Course

- Re-score the current approved vendor list with the weighted prequalification questionnaire and flag contractors needing a safety audit.
- Introduce a monthly contractor scorecard on one live maintenance contract and hold the first review meeting with the vendor.

Maintenance Contractor Prequalification, Safety and Performance Questions FAQ

What is maintenance contractor prequalification, safety and performance and why does it matter now?

It is the cycle of screening, inducting and measuring contractors who carry out maintenance and technical work. It matters now because more plant tasks are outsourced while the owner stays accountable for safety, quality and cost.

Which roles gain most from maintenance contractor prequalification, safety and performance?

Maintenance, shutdown and project managers gain most. They choose vendors, control crews on site and approve payments, so they need consistent prequalification, induction and scorecard methods.

How does maintenance contractor prequalification, safety and performance differ from a general contract administration course?

It concentrates on contractors working inside operating plants. Unlike general contract administration, it centres on vendor screening, permits, field supervision and maintenance KPIs.

What do you bring back from maintenance contractor prequalification, safety and performance?

You bring back a ready structure for overseeing your contractors. It includes a prequalification questionnaire, an induction checklist, a scorecard with KPIs and a variation assessment routine.

Maintenance Contractor Prequalification, Safety and Performance: The Way Forward

The contractor performance management plan first informs which vendors stay on the approved list for the next tender round. Maintenance managers, shutdown leads and safety coordinators use it to brief crews and score results. After its first use, revisit the KPI weights and supervision ratios, since contractor risk shifts with each new scope and outage.