



Association of Consulting  
Engineers Botswana

Present

# FIDIC® Contracts

## Online Training Courses

**Module 4: FIDIC Contracts Management & Administration 2 CPD  
Points (30<sup>th</sup> May– 2<sup>nd</sup> June 2022)**

CPD Points  
Credited by



**For More Info Contact: Lesedi**  
[info@aceb.org.bw](mailto:info@aceb.org.bw); or [admin@aceb.org.bw](mailto:admin@aceb.org.bw)  
**Tel/Cell: 3191297/71381736**

The course is presented by FIDIC trainer, Dr Sebastian Hok who is highly qualified and experienced in the use of FIDIC documents and is BQA accredited.

**Register  
Now!!!**



# COURSE info

## **Module 4 - Contract Management and Administration (1999/2017)**

*Ensuring that FIDIC contracts are managed and administered correctly and successfully.*

### **Day 1**

Introduction  
Understanding FIDIC

Break

Start UP

Rights, Obligations & Responsibilities

### **Day 2**

Best Practice  
Recommended Contract Administration Procedures  
Authorities & Delegation of Authorities

Break

Owner Supplied Materials  
Communication & Documentation  
Programmes & Time Assessment

### **Day 3**

Instructions  
Variations

Break

Possession of Site  
Workmanship-Inspection-Testing  
Completion-Taking-Over-DNP  
Measurement & Evaluation

### **Day 4**

Payment Procedures  
Suspension  
Termination

Break

Cost Escalation  
Securities  
Design  
Contractor's & Employer's Claims

The FIDIC Golden Principles 2019 state that the implementation of properly prepared FIDIC contracts is as important as the proper preparation and drafting of FIDIC based tender dossiers. This practical training course or seminar, provided by accredited FIDIC trainers who are professional FIDIC experts with extensive international experience, explains and illustrates the practical use and management of the FIDIC Cons and FIDIC Conditions of Contract for Design & Build Projects from commencement to the completion of the Contract. The course or seminar is designed to help the participants have confidence in working with the FIDIC Red and Yellow Book, 2<sup>nd</sup> Edition 2017, bearing in mind that the core aim of the majority of the changes in FIDIC's 2017 contract updates is increased clarity and certainty. Consistent with the above, FIDIC has improved the contract provisions by making them more prescriptive and introducing step-by-step project management and procedural mechanisms in order to reduce the risk of disagreements regarding the interpretation of contract terms.

Case studies are included. The tutor provides detailed checklists to support the FIDIC procedures as well as extensive engineering & contractual work exercises.

This training has crucial importance for those who participate in the management and administration of FIDIC contracts including those financed from foreign sources (World Bank, ADB, JICA, etc.)

The training course provides the necessary knowledge for professionals as Government Ministries and Agencies, Private Sector Employers, Consulting Engineers, Contractors, Quantity Surveyors, Architects, Legal Advisers and all involved with the implementation and management of works contracts.



**ACEB - FIDIC TRAINING**  
**Association of Consulting Engineers Botswana**  
**COURSE SCHEDULE**



May-June 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
29 <sup>th</sup> May	30 <sup>th</sup> May	31 <sup>st</sup> May	1 <sup>st</sup> June	2 <sup>nd</sup> June	3 <sup>rd</sup> June	4 <sup>th</sup> June
	<b>Module 4</b> <i>Dr S. Hök</i>	<b>Module 4</b> <i>Dr S. Hök</i>	<b>Module 4</b> <i>Dr S. Hök</i>	<b>Module 4</b> <i>Dr S. Hök</i>		
<b>Morning Session</b>	09:00a.m to 10:30a.m	09:00a.m to 10:30a.m	09:00a.m to 10:30a.m	09:00a.m to 10:30a.m		
<b>Afternoon Session</b>	14:30p.m to 16:00p.m	14:30p.m to 16:00p.m	14:30p.m to 16:00p.m	14:30p.m to 16:00p.m		

## COURSE FEES

Module	Duration		(Before 20 <sup>th</sup> May 2022)	(from 20 <sup>th</sup> May 2022)
Module 4		ACEB Members	7,212.87	8,078.42
FIDIC Contract Management & Administration	4 days	Non-Members	7,573.52	8,482.34



# REGISTRATION FORM



ACEB - FIDIC TRAINING  
Association of Consulting Engineers Botswana  
FIDIC MODULES



30<sup>th</sup> May – 2<sup>nd</sup> June 2022

## REGISTRATION FORM

### Module 4- FIDIC Contracts Management & Administration

Delegate Details (Please use BLOCK CAPITALS) - DETAILS TO APPEAR ON NAME BADGE AND COURSE CERTIFICATE.

Mr/Mrs/Miss/Dr. - Full Names
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Job Title
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Company / Organisation	Postal Address
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Module(s) Completed (Tick the completed modules)					
Module 0	Module 1	Module 2	Module 3	Module 4	IMW

Email	Mobile Number
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#### MODULE 4 (30<sup>th</sup> May to 2<sup>nd</sup> June 2022)

Is your company an ACEB Member?	YES	NO
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#### COSTS: (PLEASE FILL IN RELEVANT AMOUNT(S))

Module 4	Early Registration (before 20 <sup>th</sup> May 2022)	7,212.87	(ACEB Members)	
	<b>PAYMENT BEFORE 2-0<sup>th</sup> May 2022 IS ESSENTIAL</b>	7,573.52	(Non - Members)	
	Late Registration (after 20 <sup>th</sup> May 2022)	8,078.42	(ACEB Members)	
		8,482.34	(Non - Members)	
<b>TOTAL</b>				

**VAT INCLUSIVE**

#### Terms & Conditions:

- Payment must be made before the course date and must be accompanied by the registration form.
- The full fee is payable, if you cancel less than 5 working days prior to the start of the course, a 25% cancellation fee will be charged (to cover administration costs).
- If you fail to attend the course you will still be liable for the full registration fee, but substitutions and transfers can be made at any time.
- ACEB reserves the right to change/cancel the course date, speakers or venue without prior notification.

#### DELEGATE'S

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

By signing this Registration Form you hereby agree that you have read and understood the above Terms and Conditions.

Please e-mail Proof of Payment together with the Registration Form to

[info@aceb.org.bw](mailto:info@aceb.org.bw) or [admin@aceb.org.bw](mailto:admin@aceb.org.bw); for:

ATTENTION: LESEDI ONNENG

Full Payment of the Course/s Fees are Due in advance as Follows:

**By Bank Transfer:** (in Botswana Pula) to:  
Stanbic, Industrial Branch 061967  
A/C: 9060000718217  
SWIFT Code: SBICBWGX

**Please ensure that all Bank Charges charged in the country of origin is paid before transmission.**