

The Essentials of Contracting and Contract Dispute Resolution

Course code: CM-018



SPARK TRAINING

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— Workshop Overview

Contracts are the backbone of every commercial and construction project, defining rights, obligations, risks, and performance expectations between parties. However, unclear contract terms, poor administration, and inadequate risk allocation often lead to disputes, delays, and financial losses. This course provides a solid foundation in contracting principles and practical dispute resolution techniques. Participants will learn how contracts are formed, managed, and enforced, and how to prevent and resolve disputes efficiently using negotiation, mediation, arbitration, and other alternative dispute resolution methods.

Why Attend

This course combines foundational legal and commercial theory with real-world case studies and practical exercises. Participants will review sample contracts, analyze dispute scenarios, and engage in role-play exercises for negotiation and settlement. Workshops will focus on identifying contract risks, drafting clear contractual clauses,

Who Should Attend

Project Managers and Construction Professionals
Contract and Commercial Managers
Procurement and Supply Chain Professionals
Engineers and Site Managers
Legal and Compliance Officers
Consultants and Advisors involved in contracts

— Learning Objectives

- Understand the fundamentals of contract formation and execution
- Identify key contractual clauses and their implications
- Recognize common causes of contract disputes
- Apply effective contract administration practices
- Develop strategies for dispute avoidance and risk mitigation
- Understand alternative dispute resolution (ADR) methods
- Improve negotiation and settlement skills
- Interpret contractual obligations and responsibilities

— Course Outline

DAY
1

Fundamentals of Contracting

- Introduction to contracts and legal principles
- Essential elements of a valid contract
- Types of contracts and procurement models
- Roles and responsibilities of contracting parties
- Contract documentation and structure

DAY
2

Contract Administration and Performance

- Contract lifecycle management
- Monitoring performance and compliance
- Variations, instructions, and change management
- Payment terms and contractual obligations
- Record keeping and documentation control

DAY
3

Understanding Contract Risks and Disputes

- Common causes of contract disputes
- Risk allocation in contracts
- Breach of contract and remedies
- Early warning signs of disputes
- Preventive contract management strategies

DAY
4

Dispute Resolution Mechanisms

- Negotiation techniques in contract disputes
- Mediation and conciliation processes
- Arbitration principles and procedures
- Litigation overview and when it applies
- Choosing the right dispute resolution method

DAY
5

Practical Case Studies and Simulation

- Real-world contract dispute case studies
- Role-play: negotiation and settlement exercises
- Drafting dispute resolution strategies
- Lessons learned from major project disputes

- Final review and best practices in contracting

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Barcelona - Spain	€2,200
12 - 16 October 2026	Kuala Lumpur - Malaysia	€1,400
9 - 13 November 2026	London - United Kingdom	€2,125
16 - 20 November 2026	Amsterdam - Netherlands	€2,250
7 - 11 December 2026	Munich - Germany	€2,100
14 - 18 December 2026	London - United Kingdom	€2,125
21 - 25 December 2026	Istanbul - Türkiye	€1,425
18 - 22 January 2027	Amsterdam - Netherlands	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.