The Seminar

This seminar will address the key issues required to successfully deliver oil and gas contracts with reference to international contract forms and best practice. The sub-topics outlined below are central to the successful management of risk by both contractor and employer and cover pertinent core contract administration requirements.

Topics covered include:

1. Introduction to Contract Administration
   a. Key Provisions of Contracts
      Contractor’s and Employer’s Obligations; Notices, Instructions and Variations; Extension of Time Provisions; Employer’s/Owner’s Representative on Site
   b. Effective Contract Administration
      Construction as a Team Activity; Principle Guidelines in Contract Administration; Claims Avoidance Techniques

2. Right to Payment and Variations
   General Principles; Oil and Gas Contract Provisions; Variations/Changes and Valuation of Variation

3. Time for Completion, Liquidated Damages and Extension of Time
   Introduction to Time Within the Contracts; Modern Delay Analysis, Program Float and Concurrent Delay; Duty to Mitigate, Constructive Acceleration, Challenges to Liquidated Damages; Loss and Expense

4. Management of Disputes
   The Operation of Dispute Settlement Clauses in Contracts; Reference to Arbitration; Can Disputes be Referred Directly to the Courts?

5. Claims in Oil and Gas
   Definition and Classification of Claims; Delay, Damages, and Extension of Time, Loss and Expense; Claim Recognition; Preparation and Proof; Setting the Claim and Getting Paid

Who needs to attend: Contractors, Subcontractors, Principals, Architects, Engineers, Consultants and Government.

CPD will be awarded by the Board of Quantity Surveyors Malaysia and Board of Architects Malaysia

Seminar Notes: Each delegate will receive a comprehensive set of notes.

Note: Nothing contained herein or presented by Hill International provides or purports to provide advice of a legal nature. We are not a legal firm. We do not provide legal services.
Attractive discounts are available for groups of 10 & above. Please call us at +603 2274 0917 or email to laiyeewong@hillintl.com.

**Submit Case Study Examples**

Registered attendees are invited to submit their questions relating to this seminar topic. Selected questions will be used as case study examples during the seminar. Our objective is to share actual examples of current, innovative, and developing practice so that all attendees, including you, can benefit from this case study session. To have any concerns and questions that you would like to be discussed by our team speakers, please download the Case Study Form at www.hillintl.com and submit it to laiyeewong@hillintl.com by 20 September 2011. Please note that selection of case studies is subject to relevance to the seminar topics and time availability.

**REGISTRATION FORM**

Select one one of the following.

- [ ] Early Bird (before 12 September 2011) - RM990 p/person
- [ ] Regular Rate (after 12 September 2011) - RM1,080 p/person
- [ ] Group Discount (4-9 pax) - RM990 p/person

Registration for ____ person(s) x RM _______ = RM _______

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**Oil and Gas Contract, Claims and Dispute Management**

Wednesday 12 October 2011, 9am to 5pm
JW Marriott Hotel, Kuala Lumpur, Malaysia

Name of Company: _____________________________________________
Address: _____________________________________________________

Phone: (______) __________________ Fax: (______) __________________
Contact Person: _______________________________________________
Designation: __________________________________________________
Email: _______________________________________________________

Name and Designation of Delegates:
1. ___________________________________________________________
2. ___________________________________________________________
3. ___________________________________________________________
4. ___________________________________________________________
5. ___________________________________________________________

For more delegates, please attach additional sheet with names and designations

**About Hill International**

Hill International, with over 3,100 employees in 100 offices worldwide, provides contracts and claims advisory, project and construction management and general consultancy services to the construction industry. One of the largest construction project management consultancies in the world, Hill provides unrivalled access to a range of services, expertise and experience to support you in business and project success.

www.hillintl.com

**Upcoming Seminar:**
Tendering Strategy – Risks and Rewards | Date: 23 November 2011

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**Note:** Payment is required in advance of the event. We reserve the right to refuse admission if payment is not received. Cancellations are non-refundable 7 days or less before the event. A replacement person may be sent with prior notice to Hill International at no extra charge if the registered delegate is unable to attend. It may be necessary for reasons beyond the control of Hill International to change the content, timing, speakers, date or venue for seminars.

Reserve your place to attend our future seminars!
There is (are) ______ person(s) interested in attending:  
☐ Seminar: Tendering Strategy – Risks and Rewards

We will send you another flyer with a confirmation booking form approximately 6 weeks prior to each seminar date.