



Two Days Intensive Seminar

SBL Claimable Subject to HRDF Approval

Effective & Efficient Construction Contracts Implementation and Administration: Nature, Duties, Powers and Obligations of Employers, Employer's Representatives, Contractors and Construction Professionals

25TH & 26TH JUNE 2009
JW MARRIOTT HOTEL,
KUALA LUMPUR

Conducted By Distinguished Speaker:
IR. HARBANS SINGH K.S.

B.E. (Mech) S'pore, LLB (Hons) London;
CLP, DipICarb, P.E.; C. Eng., MIEM, MIMechE;
MIHEEM, MASHRAE, MCI Arb, MMI Arb

Ir. Harbans Singh is a Professional Engineer, Chartered Engineer, Arbitrator, Mediator, Conciliator, Advocate & Solicitor (non-practising). He commenced his career with the PWD before joining an international German consultancy practice with whom he worked locally and then in Koblenz as a designer, resident engineer and contract administrator. Later Ir. Harbans served with a local consultancy firm in various professional capacities.

He is a regular contributor to "The Ingenieur" and other publications and is the recipient of a number of awards including IEM's Tan Sri Hj. Yusoff Prize for an outstanding technical paper (2001), the Cedric Barclay Award and the Chartered Institute of Arbitrator's Award for topping the Diploma in International Commercial Arbitration examination (Oxford 2003).

Ir. Harbans is also a contributor to "The Malaysian Standard Precedents and Forms" and is a regular speaker for seminars and conferences.

Day 1

Module 1: Pre-Contract Award Practice

- Project implementation
Project brief: preparation, significance and responsibility
Site investigation: nature, scope, purpose and liability
Preliminary cost estimate, cost planning and control
Selecting contract procurement methods
Tendering procedure / Selection of the contractor
Preparation of tender documents
Invitation and receipt of tenders
Evaluation and acceptance of tenders
Bonds and guarantees
Preparation and signing of contract documents

Day 2

Module 2: Post Contract Award Practice

- Post-contract award stage: principal activities / Milestones
Site possession
Submittals
QA/QC, health and safety aspects
Progress monitoring
Handling of instructions
Contract administration
Delay and extension of time
Non-completion and damages
Suspension and determination of contracts
Completion and handling over of works
Defects
Payments
Variations
Claims
Dispute resolution

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REGISTRATION FORM

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EARLY BIRDS: Registration and Payment by 1st June 2009 - RM1488.00 per person

GROUP DISCOUNT: Two or More Persons from same organization - RM1550.00 per person

REGULAR FEE: RM1600.00 per person inclusive of lunch/tea-breaks/valuable seminar materials & CERTIFICATE (Crossed Cheque/Bank Draft payable to ASIA PACIFIC DILIGENCE SDN. BHD.)

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Cancellations & Transfers: If you are unable to attend, a substitute candidate(s) is welcome at no extra charge. Please provide the name and position of the substitute delegate at least 2 days prior to the seminar. A full refund less 25% administrative charge will be made for cancellation received in writing 2 weeks prior to seminar. A 50% refund will be given for cancellation received 1 week prior to the seminar. Regrettably, no refund can be made for cancellation 3 days before the seminar. If registration is confirmed, a 25% administrative charge will be incurred for non-attendance.

The organizer reserves the right to change speakers and/or modify the programme content without prior notice.