



CORPORATE TRAINING FOCUSED ON RESULTS
www.contractsondemand.co.za

Specialist Workshop Training for the Building & Construction Industry

Delegates will leave these Workshops feeling informed and confident, having received training from qualified Professionals.

SPECIALIST WORKSHOPS - 2011

- Venues:** Leading Attorney Companies
Johannesburg, Cape Town, Durban
- Date:** Generally on Thursdays
(See Programme below)
- Time:** Full day workshops 10h00 to 17h00
- Networking
Buffet lunch:** 13h00 to 14h00
- Provided:** Workbook per Delegate
Attendance Certificate per Delegate for CPD Points
- Limited number
of Delegates:** First-come-first-serve basis

Early Bird Offer – See Below

Delegates will:

- Find out the best ways of using the PROCSA Professional Agreements
- Understand the Roles of the Professional team and its interaction.
- Become more knowledgeable about the Project Stages of Work
- Learn about the process of Development Planning
- Understand the systems of Financial Planning and Control
- Find out how to obtain project finance
- Understand the problems associated with managing project information
- Find out how to manage Project Documentation in all stages of the project
- Learn about what electronic services and systems are available, to save time

Who Should Attend:

- **Owners & Developers**
- **Architects,**
- **Consulting Engineers,**
- **Project Managers,**
- **Quantity Surveyors,**
- **Government Departments,**
- **Building Contractors,**
- **Sub-contractors**
- **Suppliers.**

Specialist Workshop Programme – 2011

1. PROCSA Professional Agreements

JHB 2nd June 2011
CT 9th June 2011
DBN 23rd June 2011

Module 1- PROCSA Organisation & History
Module 2 - PROCSA Documents and their Use
Module 3 - The Matrix Document & Scope of Services
Module 4 - The PROCSA Electronic Service
Module 5 - Roles of the Project Manager, Principal Agent and Consultant
Module 6 - Role of the Employer / Developer
Panel Questions & Answers

2. Property Development Cost Planning & Control

JHB 1st September 2011

Module 1- Development Planning
Module 2 - Financial Feasibility
Module 3 - Project Finance
Module 4 - Some software systems available
Panel Questions & Answers

3. Project Information & Documentation Management

JHB 13th October 2011

Module 1- The Problems of Project Document Management
Module 2 - Pre-Contract, Contract & Post-Contract
Module 3 - Programming & Planning
Module 4 - Project Information & Document Control Systems
Panel Questions & Answers

Feedback:

Delegates who attended the 2010 Workshops commented:

"The Specialist Workshop Speakers certainly provided value for money."

"The Workshops were very informative and valuable for Professional development and attaining CPD Points."

Investment:

Cost: R 2 995 per Workshop. (excl. VAT)

Workshop Duration: Full Day

Workshop Fee Includes: Workbook providing comprehensive course documentation and a Certificate of Attendance for claiming CPD Points. Networking Buffet lunch.

CPD Points: Application has been made to the following organisations for Level 1 CPD Validation: ASAQS, SAIA, CESA, ACPM.

Multiple Discounts: Orders for more than two Specialist Workshops attract discounts. Please contact us for information on these.

Specialist Workshop Discounts: Delegates who order all 4 Contract Law Workshops will qualify for a 20% Discount on the above Specialist Workshops.

Early Bird Offer

Companies that book Specialist Workshops at least 2 months prior to the Workshop date, will qualify for a discount of R500 per Workshop.

For registration form, please

e-mail us on: sales@contractsondemand.co.za

or call us on: **087 940 9655 or 087 940 9654**

Alternatively, please complete the Registration form attached to this e-mail and fax it back to us on:

Fax 011 462 2014

Contract Law Workshops

Contracts On-Demand will also be organizing another series of Contract Law Workshops in 2011 on the subjects of:

Corporate Liability, Payment & Completion, Use of the New Edition 6 – JBCC Building Agreements,

Building & Construction Legislation

Please see our Separate Brochure.

CORPORATE IN-HOUSE WORKSHOPS

Do you have a group of delegates to train? Call us for a cost effective In-house Corporate Workshop.

Contracts On-Demand organizes In-House Corporate Workshops to meet your needs, on specific Building & Construction subjects.

The Organisations offering the Workshops

Attorney Companies

We have chosen the leading Attorney companies in South Africa, to partner us in holding these Specialist Workshops. They have an extensive blue-chip client bases of major domestic and international clients, banks, financial institutions, state authorities and Building and Construction organisations. Their wealth of experience in Building and Construction enables them to assist with your own unique business challenges and other issues that require legal insight and advice.

Contracts On-Demand:

Contracts On-Demand is a leading company in the organization, management, marketing and selling of Contractual Training Workshops for the Building and Construction Industry. The company also develops and runs Contractual Electronic Services, including the JBCC and PROCSA Electronic Services.