

CLAIMS IDENTIFICATION, CLAIMS ASSESSMENT/VALUATION & CLAIMS NEGOTIATION

“Master the Principles and Practices of Managing Construction and Contract Claims from Start to Settlement”

Schedule

Date	Venue	Fees (Face-to-Face)
02 - 06 Feb 2026	Dubai, UAE	USD 3495 per delegate

Introduction

In complex projects, claims are an unavoidable reality—but if managed proactively, they need not become disputes. Proper identification, valuation, and negotiation of claims ensure that parties maintain their contractual rights while protecting project timelines and relationships.

This 5-day practical course provides participants with the legal, commercial, and technical tools to manage claims effectively. From recognizing valid claims and documenting them appropriately to assessing costs and leading structured negotiations, this training builds comprehensive claim management capabilities grounded in industry best practices and real-life cases.

Objectives

By the end of this course, participants will be able to:

- Identify the common causes and types of claims in contracts and projects
- Understand contract provisions that define entitlement to claims
- Prepare, assess, and value claims for time and money accurately
- Use delay analysis techniques to support claims for extensions of time
- Conduct successful negotiations based on facts, risk, and contract terms
- Prevent claims escalation through timely documentation and communication

Why Attend

- Avoid costly disputes by managing claims systematically and professionally
- Understand how to build or challenge a claim using legal and commercial arguments
- Learn delay, disruption, and quantum valuation techniques used globally
- Strengthen negotiation confidence with structured approaches and strategies
- Gain templates and checklists used by claims professionals and consultants

Target Audience

This program is designed for:

- Contract managers and administrators
- Project managers and engineers
- Quantity surveyors and cost estimators
- Legal and commercial officers
- Consultants and client representatives involved in claim preparation or assessment

Individual Benefits

Key competencies that will be developed include:

- Claims identification and entitlement analysis
- Documentation and delay analysis for time-related claims
- Quantification and valuation of direct and indirect costs
- Communication and negotiation strategies for claims settlement
- Familiarity with FIDIC, NEC, and standard contractual claim procedures

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Faster and fairer resolution of contractor and client claims
- Lower legal costs and reduced risk of formal disputes
- Increased contractual compliance and risk management capability
- Improved documentation and audit readiness
- Stronger commercial relationships with contracting parties

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Claim causation, legal principles, and contract entitlements
- Case Studies - International and regional claims from construction and infrastructure
- Workshops - Delay analysis, quantum evaluation, and claim writing exercises
- Peer Exchange - Group debate and role-play on claim negotiation scenarios
- Tools - Templates for notices, claim submissions, evaluation matrices, and negotiation plans

MAWA EVENTS

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Course Outline

DETAILED 5-DAY COURSE OUTLINE

Training Hours: 7:30 AM - 3:30 PM Daily Format: 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 - 02:00

Day 1: Understanding Claims in Contracts

- Module 1: Overview of Claims in Projects (07:30 - 09:30) • What constitutes a claim? • Types of claims: delay, disruption, variation, acceleration, suspension • Causes of claims in construction and EPC contracts
- Module 2: Contractual Basis for Claims (09:45 - 11:15) • Understanding clauses that allow for claims (e.g., FIDIC Clause 20) • Notice provisions and time bars • Legal concepts: breach, causation, and mitigation
- Module 3: Identifying Claim Opportunities and Risks (11:30 - 01:00) • Early warning signs • Differentiating between valid and weak claims • Client vs. contractor perspectives
- Module 4: Workshop - Contract Clause Review (02:00 - 03:30) • Participants analyze sample contracts to identify claim triggers

Day 2: Claims Documentation and Delay Analysis

- Module 1: Effective Claims Documentation (07:30 - 09:30) • Recordkeeping, contemporaneous evidence, and audit trails • Formats for claim submission: structure and essential elements
- Module 2: Delay and Time-Related Claims (09:45 - 11:15) • Types of delay: excusable, compensable, concurrent • Float ownership and critical path concepts
- Module 3: Delay Analysis Techniques (11:30 - 01:00) • Prospective vs. retrospective analysis • Time impact analysis, windows analysis, as-planned vs. as-built
- Module 4: Workshop - Delay Assessment Exercise (02:00 - 03:30) • Teams perform delay analysis based on sample schedules

Day 3: Quantum Assessment and Cost Valuation

- Module 1: Introduction to Quantum Claims (07:30 - 09:30) • Direct vs. indirect costs • Valuing additional work, resources, overheads, and escalation
- Module 2: Supporting Financial Evidence (09:45 - 11:15) • Cost records, timesheets, productivity rates, invoices • Proving actual vs. planned costs
- Module 3: Valuation Principles and Pricing Variations (11:30 - 01:00) • Rate-based vs. cost-based valuation • Claims for loss of profit, idle time, preliminaries, and disruption
- Module 4: Workshop - Quantum Evaluation Exercise (02:00 - 03:30) • Participants price and prepare a cost claim submission

Day 4: Claims Review and Defense Techniques

- Module 1: Evaluating and Challenging Claims (07:30 - 09:30) • Objectivity, reasonableness, and supporting evidence • Differentiating inflated, invalid, or speculative claims
- Module 2: Third-Party Involvement in Claims (09:45 - 11:15) • Role of consultants, claims experts, and adjudicators • Preparing for mediation, arbitration, or DAB
- Module 3: Claims under Different Contract Forms (11:30 - 01:00) • Comparison of FIDIC, NEC, and bespoke clauses • Jurisdictional differences in claims handling
- Module 4: Workshop - Claim Review Simulation (02:00 - 03:30) • Teams assess real-world claim submissions for validity and value

Day 5: Claims Negotiation and Settlement Strategies

- Module 1: Preparing for Claims Negotiation (07:30 - 09:30) • Identifying negotiation objectives and BATNA • Role of legal, commercial, and technical teams
- Module 2: Negotiation Approaches and Tactics (09:45 - 11:15) • Interest-based vs. positional bargaining • Communication techniques and framing arguments
- Module 3: Settlement Agreements and Documentation (11:30 - 01:00) • Without prejudice offers and final accounts • Drafting settlement clauses
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Module 4: Final Role-Play – Claims Negotiation Simulation (02:00 – 03:30) • Teams negotiate a claim settlement and present agreed terms

Certification

Participants will receive a Certificate of Completion in Claims Identification, Assessment & Negotiation, confirming their practical capability to manage claims professionally, value them accurately, and negotiate fair resolutions within a project or contractual framework.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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