

EFFECTIVE ADVANCE CONTRACTS MANAGEMENT

“Master the Art of Contract Negotiation, Execution, and Risk Mitigation for Procurement Excellence”

Schedule

Date	Venue	Fees (Face-to-Face)
05 – 08 Oct 2026	Dammam, KSA	USD 2995 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Effective contract management is critical for organizations to ensure compliance, mitigate risks, and maximize value from procurement activities. This 4-day intensive program provides participants with comprehensive insights into the lifecycle of contracts, from drafting and negotiation to execution, monitoring, and closure.

Through practical workshops, case studies, and interactive discussions, participants will develop the skills to manage complex contracts efficiently, anticipate potential challenges, and implement best practices for risk management. The training prepares professionals to optimize contract performance and support organizational goals through strategic procurement.

Objectives

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

- Understand the principles and processes of effective contract management
- Draft, negotiate, and finalize contracts to minimize organizational risk
- Monitor contract performance and ensure compliance with terms
- Identify, assess, and mitigate contractual risks
- Apply best practices in vendor and stakeholder management
- Enhance strategic decision-making in procurement and contracting

Why Attend

- Gain practical knowledge to manage contracts effectively
- Learn advanced negotiation and risk mitigation techniques
- Improve vendor relationships and performance monitoring
- Ensure compliance with organizational policies and legal requirements
- Enhance procurement outcomes and operational efficiency

Target Audience

This program is designed for:

- Contract managers and procurement professionals
- Legal advisors and compliance officers
- Project managers overseeing procurement and vendor contracts
- Supply chain and vendor management specialists
- Professionals responsible for risk management in contracting

Individual Benefits

Key competencies that will be developed include:

- Skills in drafting, negotiating, and executing contracts
- Expertise in contract risk assessment and mitigation
- Ability to monitor performance and ensure contractual compliance
- Competence in vendor management and dispute resolution
- Knowledge of legal and regulatory frameworks affecting contracts

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved contract compliance and reduced organizational risk
- Enhanced vendor relationships and performance management
- Streamlined procurement processes and operational efficiency
- Stronger negotiation outcomes and value realization
- Ability to prevent disputes and resolve conflicts proactively

Instructional Methodology

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

- Strategy Briefings - Deep dive into advanced contract management principles
- Case Studies - Real-world examples of successful and failed contract strategies
- Workshops - Hands-on exercises in drafting, negotiating, and monitoring contracts
- Peer Exchange - Group discussions on challenges and lessons learned in contracts
- Tools - Templates for contract management, risk assessment, and vendor evaluation

MAWA EVENTS

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Course Outline

Detailed 4-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: Fundamentals of Contract Management

Module 1: Introduction to Contracts (07:30 – 09:30)

- Types of contracts and their applications
- Legal and regulatory framework
- Role of contracts in organizational strategy

Module 2: Contract Lifecycle Management (09:45 – 11:15)

- Stages: initiation, drafting, approval, execution, and closure
- Key responsibilities and workflows

Module 3: Risk Assessment and Compliance (11:30 – 01:00)

- Identifying and mitigating contractual risks
- Compliance requirements and monitoring mechanisms

Module 4: Workshop – Contract Analysis (02:00 – 03:30)

- Hands-on review of sample contracts
- Identifying potential risk areas and clauses

Day 2: Contract Drafting and Negotiation

Module 1: Drafting Effective Contracts (07:30 – 09:30)

- Essential clauses and best practices
- Avoiding ambiguities and legal pitfalls

Module 2: Advanced Negotiation Techniques (09:45 – 11:15)

- Strategies for win-win negotiations
- Handling difficult stakeholders and scenarios

Module 3: Case Studies in Negotiation (11:30 – 01:00)

- Analysis of successful and failed negotiation cases
- Lessons learned for practical application

Module 4: Workshop – Drafting & Negotiation Exercises (02:00 – 03:30)

- Simulated contract negotiation exercises
- Drafting practice with peer feedback

Day 3: Contract Execution and Performance Monitoring

Module 1: Execution and Implementation (07:30 – 09:30)

- Ensuring alignment with organizational objectives
- Roles and responsibilities during execution

Module 2: Performance Monitoring (09:45 – 11:15)

- Key performance indicators (KPIs) and metrics
- Vendor performance and compliance tracking

Module 3: Dispute Resolution and Problem-Solving (11:30 – 01:00)

- Handling conflicts and claims
- Escalation and resolution mechanisms

Module 4: Workshop – Performance Management (02:00 – 03:30)

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Developing performance dashboards

- Monitoring and reporting exercises

Day 4: Strategic Contract Management and Closing

Module 1: Strategic Contracting (07:30 – 09:30)

- Aligning contracts with business strategy
- Long-term supplier relationship management

Module 2: Contract Closure and Evaluation (09:45 – 11:15)

- Closing procedures and documentation
- Lessons learned and continuous improvement

Module 3: Case Studies & Best Practices (11:30 – 01:00)

- Analysis of strategic contracts in various industries
- Key takeaways for participants

Module 4: Wrap-Up and Action Planning (02:00 – 03:30)

- Individual action plans for contract management improvement
- Q&A and course feedback

Certification

Participants will receive a Certificate of Completion in Effective Advance Contracts Management, validating their expertise in contract drafting, negotiation, execution, and strategic procurement management.

Why Choose MAWA Events

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