ADVANCED CLAIMS & VARIATIONS MANAGEMENT



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Introduction

Advanced Claims & Variations Management examines how contract teams identify, document, and resolve change and entitlement issues before they harden into disputes. This Training Course covers variation control, notice regimes, delay analysis, disruption claims, and quantum assessment. Participants study FIDIC and NEC4 mechanisms, time bars, extensions of time, and the SCL Delay and Disruption Protocol. Furthermore, the programme connects contractual entitlement to evidence through notice drafting labs, delay analysis exercises, and settlement negotiation simulations. As a result, delegates leave able to pursue and defend claims with disciplined records and credible quantification.

Advanced Claims & Variations Management Course Objectives

- Define variations, claims, and entitlements under contract.
- Apply FIDIC and NEC4 variation and compensation event mechanisms.
- Control scope change and approve variations systematically.
- Comply with notice requirements and time bars.
- Build event registers and contemporaneous records.
- Apply delay analysis methods including as-planned and time impact.
- Assess disruption, productivity loss, and acceleration cost.
- Quantify quantum using measured, cost-based, and formula methods.
- Prepare, defend, and negotiate claims with evidence.
- Resolve claims through negotiation, mediation, and determination.

Course Methodology

- Interactive workshops using real claim files and project records.

- Notice drafting and entitlement analysis labs.
- Delay analysis exercises using programme data.
- Quantum build-up and cost substantiation practice.
- Settlement negotiation simulation with coached feedback.
- Action planning that converts each session into a workplace commitment.

Who Should Take This Course

- Contract managers and administrators.
- Quantity surveyors and commercial managers.
- Planning and delay analysts.
- Project managers and engineers.
- Claims consultants and advisors.
- Legal counsel in construction and engineering.
- Employers' and contractors' representatives.

Advanced Claims & Variations Management Course Outlines

Day 1: Entitlement and Contract Foundations

- Defining variations, claims, and compensation events.
- FIDIC and NEC4 change mechanisms compared.
- Contract interpretation and precedence of documents.
- Scope definition and change identification.
- Employer, engineer, and contractor obligations.
- Ethics, integrity, and good faith in claims handling.

- Building the claims strategy and governance.

Day 2: Notice Regimes and Time Bars

- Notice requirements under FIDIC and NEC4.
- Time bar enforcement and waiver risks.
- Notice drafting, content, and service rules.
- Early warning and risk reduction meetings.
- Records, correspondence, and communication protocols.
- Reservation of rights and without prejudice practice.
- Preventing entitlement loss through late notification.

Day 3: Variations and Change Control

- Variation instruction and change order procedures.
- Scope change assessment and pricing methods.
- Valuation of omissions and additions.
- Provisional sums, dayworks, and rate build-ups.
- Change registers and variation tracking.
- Approvals, authorisation limits, and audit trails.
- Correcting defective variation documentation.

Day 4: Delay, Disruption, and Quantum

- Delay events and extensions of time entitlement.
- Delay analysis: as-planned, as-built, and time impact.
- Concurrent delay and apportionment questions.
- Disruption, loss of productivity, and acceleration claims.

- SCL Delay and Disruption Protocol application.
- Quantum methods: measured, cost-based, and formula.
- Overhead, profit, and finance charge build-ups.

Day 5: Claims Resolution and Settlement

- Claim submission structure and narrative.
- Evidence bundling and witness statements.
- Response, rebuttal, and determination processes.
- Negotiation strategy and settlement authority.
- Mediation, adjudication, and dispute boards.
- Final account, release, and lessons learned.
- Personal action plan and continuous improvement.

Conclusion

By successfully completing Advanced Claims & Variations Management, participants will have acquired a practical command of entitlement analysis, notice compliance, variation control, delay analysis, and quantum build-up. They will know how to protect entitlements within time bars, substantiate delay and disruption with credible methods, and negotiate settlements that close claims rather than extend them. In addition, the course prepares delegates to defend claims against challenge with evidence. As a result, they return to work ready to manage claims and variations with discipline and confidence. Gentex Training Center delivers this Training Course with a practical, standards-based approach.

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FAQs for the Advanced Claims & Variations Management course

Q1 What is the "Advanced Claims & Variations Management" course about?

It is a five-day programme that explains how to identify, document, and resolve variations and claims under construction and engineering contracts. It covers entitlement, notice regimes, time bars, variation control, delay and disruption analysis, quantum assessment, and settlement negotiation.

Q2 What are the key benefits of the "Advanced Claims & Variations Management" course?

Participants gain the ability to protect entitlements before time bars close, price variations correctly, and substantiate delay and disruption with recognised analysis methods. They also learn to build claim submissions that withstand challenge, quantify quantum credibly, and settle disputes without damaging commercial relationships.

Q3 What skills will I gain from the "Advanced Claims & Variations Management" course?

Entitlement analysis with FIDIC and NEC4 mechanism application, notice and time bar compliance with contemporaneous record keeping, variation control with pricing and valuation methods, and delay, disruption, and quantum analysis with settlement negotiation.

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Q4 What tools, methods, or standards are covered in the "Advanced Claims & Variations Management" course?

The course covers FIDIC and NEC4 variation and compensation event mechanisms, rules of document precedence and interpretation, notice requirements and time bar enforcement, early warning and risk reduction meeting procedures, correspondence and records protocols, reservation of rights and without prejudice practice, variation instruction and change order procedures, scope change and omission valuation, provisional sums, dayworks and rate build-ups, change registers and variation tracking, approvals and authorisation limits, extensions of time entitlement and delay event assessment, as-planned, as-built and time impact delay analysis methods, concurrent delay and apportionment analysis, the SCL Delay and Disruption Protocol, disruption, loss of productivity and acceleration claim build-up, measured, cost-based and formula quantum methods, overhead, profit and finance charge build-ups, claim submission structure and narrative drafting, evidence bundling and witness statements, response, rebuttal and determination processes, negotiation strategy and settlement authority, mediation, adjudication and dispute board procedures, and final account and release practice.

Q5 How is the "Advanced Claims & Variations Management" course applied in real-world practice?

Delegates apply it through notice letters, event registers, variation orders, change registers, delay analyses, time impact assessments, disruption build-ups, quantum files, claim narratives, evidence bundles, witness statements, rebuttal documents, settlement proposals, and final account statements. They also use it to brief project teams on record-keeping duties and to prepare claims for mediation, adjudication, or dispute board review.

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