

Course Overview:

This 5-day corporate training program is designed to equip professionals with the knowledge and tools required to ensure contractual obligations are met effectively. In today's business environment, contract compliance plays a critical role in mitigating legal and financial risks while safeguarding organizational integrity. This course addresses the entire compliance lifecycle, from understanding legal frameworks to monitoring performance and managing non-compliance issues. Participants will gain practical insights into compliance reporting, stakeholder management, and ethical considerations, enabling them to enforce contractual standards and maintain organizational trust in a rapidly changing regulatory landscape.

Course Objective:

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

1. Understand the principles and legal frameworks of contract compliance.
2. Apply effective techniques to monitor and evaluate contract performance.
3. Identify and manage compliance risks proactively.
4. Develop accurate compliance documentation and reporting procedures.
5. Conduct contract audits and reviews for continuous improvement.
6. Manage stakeholder relationships to ensure transparency and trust.
7. Address legal and ethical considerations in contract management.
8. Adapt compliance strategies to emerging trends and global regulatory changes.

Course Outline:

Day 1: Fundamentals of Contract Compliance

1. Understanding Contract Compliance Definition and scope of compliance Importance in corporate governance
2. Legal and Regulatory Frameworks Key laws and regulations Industry-specific compliance requirements
3. Roles and Responsibilities Compliance officers vs. contract managers Building a compliance culture

Day 2: Monitoring Contract Performance

1. Performance Measurement Techniques KPIs and SLAs in contract performance Tools for monitoring compliance
1. Evaluating Contractor Performance Assessment methods Common pitfalls in performance evaluation

Day 3: Risk Management and Stakeholder Engagement

1. Identifying Compliance Risks
 - Risk assessment models
 - Early warning indicators
1. Risk Mitigation Strategies Proactive vs. reactive approaches Contingency planning
2. Stakeholder Communication Managing expectations Building collaborative relationships

Day 4: Documentation, Auditing, and Ethics

1. Compliance Reporting Procedures
 - Structure and frequency of reports
 - Using data for decision-making

Training Language:

English

Training Methodology:

The course combines various teaching methods, including instructor-led presentations, group discussions, case study analyses, and assessments through quizzes and a final exam to engage participants and ensure they understand and retain the material.

Venue | Date | Fees

Riyadh | 17-08-2025 | 17,250 SAR

1. Auditing and Reviewing Contracts Conducting effective auditsContinuous improvement processes

2. Legal and Ethical Considerations Ethical dilemmas in contract managementLegal implications of non-compliance

Day 5: Future Trends and Wrap-Up

1. Emerging Technologies in Compliance AI and automation in monitoringDigital compliance tools

2. Global Compliance Considerations Cross-border compliance challengesAdapting to changing regulatory environments

3. Final Review and Assessment Key takeawaysAction planning for workplace implementation

Who Should Attend:

- Contract Managers
- Compliance Officers
- Project Managers
- Legal Professionals involved in contract oversight